

**ILLINOIS VALLEY
COMMUNITY COLLEGE**

**815 North Orlando Smith Avenue
Oglesby, IL 61348-9692**

**Board Meeting
A G E N D A**

**Tuesday, June 21, 2011
Board Room
6:30 p.m.**

NOTE:

If you are unable to attend this meeting, or if you have questions regarding the agenda, please call the President's office, 224-0402.

IVCC'S MISSION STATEMENT

IVCC teaches those who seek and is enriched by those who learn.

BOARD AGENDA ITEMS

January

Strategic Plan Update
Student Demographic Profile

February

Authorize Budget Preparation
Tenure Recommendations
Non-tenured Faculty Contracts
Reduction in Force
Tuition and Fee Review
Five-year Financial Forecast

March

President's Evaluation

April

Board of Trustees Election (odd years)
Organization of Board (odd years)

May

Budget Adjustments
Bid Approval for Spring and Summer/Fall
Schedules
President's Contract Review
Vice Presidents' Contract Renewals

June

RAMP Reports
IT Strategic Plan
Prevailing Wage Resolution
Authorization of Continued Payment for
Standard Operating Expenses

July

Tentative Budget
a. Resolution Approving Tentative Budget
b. Authorization to Publish Notice of
Public Hearing

August

Budget
a. Public Hearing
b. Resolution to Adopt Budget
College Insurance (every 3 years)

September

Protection, Health, and Safety Projects
Cash Farm Lease
Program Review Report
Performance Results – KPIs
Annual Employee Demographics Report
Approval of College Calendar (even years)

October

Authorize Preparation of Levy
Audit Report
Key Performance Indicators
ICCTA Award Nominations

November

Adopt Tentative Tax Levy

December

Adopt Tax Levy
Schedule of Regular Meeting Dates and Times

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 6.1 Approval of Minutes – May 10, 2011 Board Planning Committee Meeting and May 17, 2011 Board Meeting (Pages 1-7)
 - 6.2 Approval of Bills - \$1,556,826.27
 - 6.2.1 Education Fund - \$1,234,081.39
 - 6.2.2 Operations & Maintenance Fund - \$43,688.98
 - 6.2.3 Auxiliary Fund - \$201,456.19
 - 6.2.4 Restricted Fund - \$74,650.33
 - 6.2.5 Liability, Protection & Settlement Fund - \$2,949.38
 - 6.3 Treasurer's Report (Pages 8-25)
 - 6.3.1 Financial Highlights (Pages 9-10)
 - 6.3.2 Balance Sheet (Pages 11-12)
 - 6.3.3 Summary of FY11 Budget by Fund (Page 13)
 - 6.3.4 Budget to Actual Comparison (Pages 14-21)
 - 6.3.5 Budget to Actual by Budget Officers (Page 22)
 - 6.3.6 Statement of Cash Flows (Page 23)
 - 6.3.7 Investment Status Report (Page 24)
 - 6.3.8 Check Register - \$5,000 or more (Page 25)
 - 6.4 Personnel - Stipends for Pay Periods Ending May 7, 2011 and May 21, 2011 (Pages 26-30)

- 6.5 Bid Results (Pages 31-36)
 - 6.5.1 Multi-Purpose Paper (Page 31)
 - 6.5.2 Two (2) 15-Passenger Shuttle Buses (Pages 32-34)
 - 6.5.3 Exmark Lazer Z Mower (Pages 35-36)
- 6.6 Proposal Results – McQuay Screw Chiller Maintenance (Page 37-45)
- 6.7 Consortia Purchases (Page 46)
 - 6.7.1 Janitorial Supplies (Page 46)
 - 6.7.2 Elevator Maintenance Services (Page 46)
- 6.8 Purchase Requests (Pages 47-51)
 - 6.8.1 Lab-Volt Wind Farm Simulation Software Site License (Pages 47-49)
 - 6.8.2 PC Upgrades of Instructional Computers (Page 50)
 - 6.8.3 Classroom Lab Stools (Page 51)
- 6.9 Prevailing Wage Resolution (Pages 52-55)
- 7. President's Report
- 8. Committee Reports
- 9. Faculty Appointment – Christine M. Foster, Nursing Instructor (Pages 56-57)
- 10. Faculty Resignation – Merri J. Mattison, Sociology/Anthropology Instructor (Pages 58-59)
- 11. Reinstatement of IBEW Faculty (Page 60)
- 12. Exelon Property Tax Appeal Resolution (Pages 61-64)
- 13. FY13 RAMP Capital Request – Additions and Renovations to Buildings C and G (Pages 65-66)
- 14. Authorization to Continue Payment for Standard Operating Expenses (Page 67)
- 15. Revision to IVCC's Strategic Goals and Objectives (Pages 68-69)
- 16. Board Policies (Pages 70-76)
 - 16.1 Suspension Policy (second reading) (Pages 71-72)
 - 16.2 Civil Union Policy Changes (second reading) (Pages 73-76)
- 17. Items for Information (Pages 77-87)
 - 17.1 Staff Retirement – Marjorie Ann Verplaetse, Assessment Center Assistant (Page 77)
 - 17.2 Staff Appointment – Danielle G. Stoddard, Recruitment and Dual Credit/Dual Enrollment Coordinator (Page 78)
 - 17.3 Spring 2011 Graduates (Page 79)

- 17.4 Change Order #2 – Security Office Relocation and Fire Alarm System Upgrade (Page 80)
- 17.5 Change Order #1 – Asbestos Abatement for Physical Sciences Lab Renovation (Page 81)
- 17.6 ICCB Approval of Protection, Health, and Safety Project – Aluminum Feeder Wire/Branch Panel Replacements in Buildings D & E (Page 82)
- 17.7 Rho Omega Chapter of Phi Theta Kappa Named a “3 Star Chapter” (Page 83)
- 17.8 Arbor Day Foundation – Tree Campus USA Recognition (Pages 84-85)
- 17.9 Illinois Valley PADS – Support Staff Project (Page 86)
- 17.10 State Representative Robert Pritchard – Thank you (Page 87)
18. Trustee Comment
19. Closed Session – 1) the appointment employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending litigation; 3) hearing testimony on a complaint lodged against an employee to determine its validity; collective negotiating matters between the public body and its employees or their representatives; and 4) closed session minutes.
20. Other
21. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Planning Committee Meeting
May 10, 2011

The Planning Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 5:30 p.m. on Tuesday, May 10, 2011 in the Board Room-C307 at Illinois Valley Community College.

Committee Members Michael C. Driscoll, Committee Chair
Physically Present: Melissa M. Olivero
James A. Narczewski

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services and Finance
Rick Pearce, Vice President for Learning and Student Development
Lori Scroggs, Vice President for Planning and Institutional Effectiveness
Robert Mattson, Research Analyst

The meeting was called to order at 5:30 p.m. by Dr. Driscoll.

BOARD POLICY ON SUSPENSION

The committee reviewed the policy on suspension. Dr. Driscoll asked that checks and balances be included in the policy. If an individual has an issue, it should be discussed with his/her manager first and then the manager should discuss it with human resources. If they think there is merit to the concern and the president agrees, it will then go to the board. Dr. Corcoran will incorporate language into the policy addressing this concern and the policy will be on the agenda for the May board meeting as a first reading.

CIVIL UNION POLICY CHANGES

The Civil Union law will go into effect soon and the administration identified board policies that require modification to comply with the law and/or need clarification. The committee supported the changes.

BOARD POLICY 4.15 – CONFLICT OF INTEREST

At the last board meeting, it was noted that the term “direct family member” was not defined in the third paragraph of the policy. A statement was added to refer to Board Policy 3.24 for the definition of direct family member. The committee was in agreement.

STRATEGIC GOALS AND OBJECTIVES

The strategic goals and objectives were approved by the Board in June 2009 before Lori Scroggs was employed as Vice President for Planning and Institutional Effectiveness. Dr. Scroggs was concerned that the objectives were not measurable and did not have measures assigned to each of the goals. A group of staff have been working on key performance indicators. Dr. Scroggs

reworded the measures and added some to make them broad enough for measurement. These have not been approved by the Board. An SLPC meeting was held last week after the material was sent out. Objective 1.3 was changed to: Improve student preparedness for college and ~~the workplace~~ *career readiness*. The goals have not changed, just the objectives. The key point is continuous quality improvement. The goal today is to be better tomorrow by measurements of the financials, tuition costs, and helping students to succeed. These are the main categories in which to improve. A motion by Ms. Olivero, seconded by Mr. Narczewski to present the goals and objectives for Board approval was passed unanimously.

SYSTEMS PORTFOLIO

The preparation process for the systems portfolio and an excerpt from IVCC Systems Portfolio Category 1 Narrative Section was reviewed by the committee. The systems portfolio is the College's self study document and requires assessment of quality processes in nine different categories. The last time IVCC submitted a systems portfolio was in May of 2007. Once it is sent in, a team of appraisers review it, analyze it, formulate a report, and send it back with the College's strengths (S or SS) and opportunities (O or OO) for improvement. If the College receives outstanding opportunities (OO) for improvement, there is a need to address these quickly. The report should arrive in August or September. Dr. Scroggs reported an outstanding group of people have been working on this document. Each person from the accreditation team has taken one or more categories, created the narrative, brought it back to the team for editing, and then it is edited again by faculty members. Dr. Scroggs provided a sample chart of one category that describes the measures and the type of instrument used. Dr. Scroggs anticipates many strengths and possibly many opportunities to improve. Continuous quality improvement is a journey that helps the College determine new strategic objectives. As the College is finishing the systems portfolio, Dr. Scroggs wanted the Planning Committee to know what to expect when the appraisal document arrives. This document will be reviewed by the Planning Committee.

ADJOURNMENT

It was moved by Mr. Narczewski, seconded by Dr. Driscoll, and carried unanimously to adjourn the meeting at 5:58 p.m.

Michael C. Driscoll, Planning Committee Chair

Dennis N. Thompson, Board Chair

Leslie-Anne Englehaupt, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
May 17, 2011

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Tuesday, May 17, 2011 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Dennis N. Thompson, Chair
Melissa M. Olivero, Vice Chair
Leslie-Anne Englehaupt, Secretary
Michael C. Driscoll
Larry D. Huffman
David O. Mallery
James A. Narczewski
Brad Cockrel, Student Trustee

Members Absent:

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services and Finance
Rick Pearce, Vice President for Learning and Student Development
Lori Scroggs, Vice President for Planning and Institutional Effectiveness
Walt Zukowski, Attorney

APPROVAL OF AGENDA

It was moved by Ms. Englehaupt and seconded by Dr. Huffman to approve the agenda as presented. Motion passed by voice vote.

PUBLIC COMMENT

Dr. Corcoran led a moment of silence for a former political science instructor, Mr. Joe Mikyska, 66 of Peru, who passed away on Thursday, May 12. Mr. Mikyska taught full-time at IVCC from 1969-1999 and part-time from 1999-2007. He was a gentleman and a scholar.

CAMPUS UPDATE – NURSING PROGRAM STATUS (KATHRYN KOTT AND MICHAEL GORMAN)

A high level of attrition in the nursing program prompted the Director of Nursing, Dr. Kathryn Kott, and the Dean of Health Professions, Mr. Michael Gorman, to review the admission data and criteria. A focus committee was formed, brainstorming sessions were held to discuss the admission criteria, and changes to the formula were proposed. Goals of the committee were to revise criteria to maintain the academic preparedness and integrity for incoming nursing students, assess readiness of the students for the rigors of the nursing curriculum, identify

predictors of student success in the program, and develop a course of study that will successfully allow for students to complete the program within three years. New criteria will include core courses being the primary focus, the student's g.p.a. from additional coursework will not count in the criteria, coursework over seven years old will not count for the criteria, and less emphasis on lab sciences outside of the core courses. Students will be admitted based on the sum of weighted scores on the pre-nursing assessment exam, core course grade points, and completion points. Scores will be totaled and ranked. In fall 2012, the traditional formula will be used for 40 RN and 13 LPN and the new formula for 20 RN and 7 LPN. In fall 2013, the traditional formula will be used for 20 RN and 7 LPN and the new formula for 40 RN and 13 LPN. All students will utilize the new formula in fall 2014.

CONSENT AGENDA

It was moved by Ms. Olivero and seconded by Ms. Englehaupt to approve the consent agenda as presented. Motion passed by voice vote.

The following items were approved in the consent agenda:

Approval of Minutes – April 19, 2011 and April 28, 2011 Board Meetings

Approval of the Bills - \$1,084,968.39

Education Fund - \$825,294.38; Operations and Maintenance Fund - \$82,938.42; Operations and Maintenance (Restricted Fund) - \$38,430.00; Auxiliary Fund - \$45,238.01; Restricted Fund - \$83,006.77; and Liability, Protection and Settlement Fund - \$10,060.81.

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending April 9, 2011 and April 23, 2011.

Purchase Request

Approved to purchase a mobile folding stage system from Sico America Inc. in the amount of \$15,207.

PRESIDENT'S REPORT

Dr. Corcoran began his report by publicly thanking Trustee David Mallery for joining him and representing the Board of Trustees on May 4th at Lobby Day activities in Springfield. Dr. Corcoran felt it was time well spent in that Mr. Mallery and he were able to have productive visits with Representatives Bob Pritchard, Keith Sommer, Frank Mautino, David Leitch, and Rich Morthland, as well as Senator Sue Rezin. For the other legislators they were not able to meet with, packets of information expressing appreciation for their continued support were either left in their offices or sent to them. IVCC legislators have a sincere and profound appreciation for community colleges and the role they play in stimulating local economies by training individuals to either go to work with newly acquired skills, or move on in pursuit of advanced degrees, all at a very affordable price. Dr. Corcoran and Mr. Mallery reminded several legislators, (1) IVCC is doing its best to hold down tuition and fees and property taxes, but it needs the state's help in paying a fair share of the cost, and (2) community colleges are "Ground

Zero” when it comes to statewide economic recovery and the best return on everyone’s investment when crafting the State’s budget. Earlier in the day, IVCC faculty, students and staff welcomed visitors from the U.S. Department of Education, DePue High School, and ISU to a panel discussion on several topics including examples of exemplary partnerships between rural elementary and high schools with community colleges, the changing demographics within the IVCC district, and the importance of encouraging those in the teaching profession to reach out to local and middle high school students and consider teaching as a rewarding profession in order to have more teachers in the pipeline for the turnover that’s being forecasted over the next 5-10 years. Dr. Corcoran recognized Dr. Rick Pearce for coordinating this event, which went very well. Dr. Pearce also played an important role in organizing the April 20th Common Core Standards workshop which was facilitated by ICCB and IBHE representatives. The turnout for the workshop was great and the feedback was very positive by all attendees. Dr. Corcoran congratulated Paula Hallock, George Needs, and Glenna Jones on doing a fine job of coordinating this year’s Recognition Event which had the largest turnout that he could recall in the 15 years the program has been offered. Dr. Corcoran appreciated the work done by the planning committee. He also thanked Dennis Thompson, Dr. Larry Huffman and David Mallery for attending the function and representing the Board of Trustees. Dr. Corcoran congratulated Chris Herman and his staff on doing a fine job of organizing the end-of-the-academic year banquet for students and their families in the Project Success program. The students enjoyed themselves and Project Success students do well at IVCC, thanks to the caring environment provided by Cyndi Cardosi, Diane Scoma, Teresa Bowen and Chris Herman. He also congratulated Dr. Rebecca Donna on being named to the Board of Directors of Freedom House, a domestic violence shelter in Princeton. Dr. Donna has always been a valuable resource to the college and the community and lately, she has gone above and beyond the call of duty in making recommendations for improvement to the security program at the college; Dr. Corcoran was appreciative of her excellent support. As a reminder, this Friday is the Nurse Pinning event which will begin promptly at 5 p.m. in the Cultural Centre, followed by Commencement at 7:30 in Building G, and the GED commencement at 7 p.m. on Monday evening. Dr. Corcoran advised the members of the Board to arrive by 4:50 for the Nurse Pinning, no later than 7 for Commencement, and 6:45 for Monday’s GED program. IVCC has 55 students planning to partake in Friday’s Pinning, 229 in Commencement (the most ever!), and 32 in the GED Commencement. He asked the members of the Board to attend as many of these programs celebrating student success as possible.

COMMITTEE REPORTS

The Planning Committee (Michael Driscoll, Melissa Olivero, and James Narczewski) met on Tuesday, May 10 to discuss a new policy on suspension, a series of policies affected by the new civil union law, a slight modification on the Conflict of Interest policy, an update on the strategic goals and objectives, and review of the Systems Portfolio. Feedback from the Higher Learning Commission will be reviewed by the Planning Committee in August or September.

PARTIAL STUDENT SUPPORT

It was moved by Dr. Driscoll and seconded by Mr. Narczewski to approve a request for partial student support for the Case New Holland Service Technician Associate in Applied Science Degree program offered by Parkland College, as presented. Motion passed by voice vote.

APPROVAL TO TERMINATE DEPOSITORY STATUS

It was moved by Dr. Huffman and seconded by Dr. Driscoll to terminate the college's status as a Federal Depository Library and withdraw from the Illinois depository program. Motion passed by voice vote.

TRANSFER OF FUNDS

It was moved by Ms. Olivero and seconded by Mr. Narczewski to transfer \$5,000 within Fund 06 (Restricted Purposes Fund) from the ICCB Workforce Development Grant and \$5,000 within Fund 6 (Restricted Purposes Fund) from the Illinois Manufacturing Extension Center to the Small Business Development Center. Motion passed by voice vote.

BOARD POLICIES

The new policy on suspension was reviewed by the Board Planning Committee on May 10. The following suggestions were made: 1) second paragraph, substitute the word "disobedience" with "insubordination"; 2) fifth paragraph, substitute the word "less" with "fewer"; and 3) ninth paragraph, change the word "wish" to "wishes." In the original suspension policy, the complaint went straight to the president. The Planning Committee agreed that it needed to be presented to two or three lower levels before it is presented to the president or Board to clarify whether it is a real complaint. Mr. Mallery was concerned if the Board initiated the suspension with pay, the opportunity to refute the charges has to come back to the Board. It was suggested that wording regarding his concerns be incorporated into the policy.

The Board Planning Committee also reviewed policies that required modification to comply with the Civil Union Law.

All policies were presented as the first of two readings and no action was taken at this time. The policies will be presented for a second reading at the June board meeting.

ITEMS FOR INFORMATION

Mr. Thompson noted that IVCC received a grant for \$90,000 from the Illinois Clean Energy Community Foundation for geothermal installation. Dr. Corcoran commended Dominick Demonica and Cheryl Roelfsema for their work on the grant.

TRUSTEE COMMENT

None.

CLOSED SESSION

It was moved by Ms. Englehaupt and seconded by Dr. Huffman to convene a closed session to discuss 1) imminent litigation and 2) closed session minutes. Motion passed by voice vote.

The Board recessed at 7:37 p.m. The Board entered closed session at 7:45 p.m. On a motion by Dr. Driscoll and seconded by Ms. Olivero, the regular meeting resumed at 8:32 p.m. Motion passed by voice vote.

INTEREST-BASED BARGAINING PRESENTATION – WALT ZUKOWSKI

Interest-based bargaining is a group problem-solving process conducted in a principled way that focuses on the interests of the parties to create effective solutions which can be supported by the entire group. By using interest-based bargaining, topics are stated, both joint and separate interests are identified, options are explored and then evaluated based upon criteria, and a resolution is obtained by consensus. Mr. Zukowski stressed the fact that the Board needs to give clear direction to the negotiating team and there must be a high level of trust for the team. The Board asked for progress reports as the process proceeds.

ADJOURNMENT

It was moved by Mr. Narczewski, seconded by Ms. Englehaupt, and carried unanimously to adjourn the meeting at 8:55 p.m. Motion passed by voice vote.

Dennis N. Thompson, Board Chair

Leslie-Anne Englehaupt, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

MAY 2011

Cheryl Roelfsema, CPA
Vice President for Business Services and Finance/Treasurer

Patrick Berry, CPA
Controller

FINANCIAL HIGHLIGHTS – May 2011

Revenues

- As of June 3, the headcount for the 8-week summer semester 2011, excluding Sheridan Correctional Center, is 2,054, which is 117 students less than at that same point in time last year. Credit hours for summer 2011 decreased by 918, or 8.50 percent, for a total of 9,890. Two 4-week summer sessions are scheduled to begin on June 15 and July 18 respectively, which may have a positive effect on total summer credit hours generated. The headcount for fall semester 2011, excluding Sheridan Correctional Center, is 2,636, which is 83 students less than at that same point in time last year. Credit hours for fall 2011 decreased by 952, or 3.12 percent, for a total of 29,528.
- Equalized Assessed Valuation (EAV) numbers from the county clerks indicate the District's EAV is .5 percent lower than tax year 2009. The 2010 EAV is \$3,183,096,723, which is \$15,547,321 lower than tax year 2009. The decline in residential home values and numerous appeals to the Board of Review have reduced the EAV.
- We are current with our monthly payments from the State of Illinois for our operating grant monies and have received one-third of our equalization grant, or \$56,706. The State owes approximately \$110,000 on the Sheridan Correctional Center contract.

Expenditures

Some of the more significant variances in expenditures for the eleven-month period ending May 31, 2011 include the following:

- Fund 01 – Education – Public Services – Contractual Services – includes contracted educational services for the Continuing Education department and is offset by under-spending for general supplies and materials;
- Fund 01 – Education – Institutional Support – Contractual Services – includes annual payment for administrative software support – Datatel \$174,940, iStrategy \$15,000, IBM support \$15,850, and other desktop software; \$9,750 for health insurance consulting; also includes \$64,220 in legal fees;
- Fund 06 – Restricted Purposes Fund – Public Service – Conferences and Meetings – includes \$157,925 paid for Dislocated Workers Center participants for mileage;
- Fund 6 – Restricted Purposes Fund – Student grants and waivers – more of our students are receiving PELL grants than budgeted; for the last two years students have been able to apply for a second PELL grant for summer semester. In summer

2010 approximately 800 applications were processed and many students qualified. This summer the financial aid office has already processed over 800 applications. In summer 2009, before this program started, approximately 500 applications were processed and many students did not qualify. Fiscal year 2011 is the last year of this program.

- Fund 03 – Operations and Maintenance Fund (Restricted) – Capital Outlay:

Projects in progress:

- Security Office Relocation/Fire Alarm Upgrade – There have been two change orders for this project as work progressed and additional upgrades and/or repairs were identified. The department is scheduled to move the week of June 13.
 - Chemistry Lab renovation – Work is progressing on schedule. Additional asbestos removal was identified while the asbestos abatement contractor was on site and a change order has been issued.
- Other Projects:
 - The Community Instructional Center Project continues to move forward. Plans for this project are dependent upon the release of State funds. The Illinois Supreme Court has agreed to hear arguments in the case of Illinois' \$31 billion capital spending plan, which was struck down by an appellate court in January. The bill authorized \$31 billion in capital spending and expanded video gaming terminals, provided for lottery privatization, increased taxes and fees on vehicle titles, candy, hygiene products, and liquor. It is widely believed that the General Assembly is prepared to reauthorize the capital program if the Supreme Court does not rule in favor of the State.
 - The Slope Maintenance Project financed with Capital Renewal funds has been approved by both the ICCB and the CDB. An orientation meeting was held with the CDB and Chamlin & Associates on March 24, 2011. The project will begin in late summer. If possible, this work will be combined with site work for the Community Instructional Center Project. Illinois Valley Contracting will begin cleanup of the debris in June 2011.
 - Illinois Valley Contracting will also begin repairs to the road accessing the bottom land, as weather permits. Over 6,400 trees were received from the State Nursery for planting on the farmland enrolled in the Conservation Reserve Enhancement Program (CREP) through the USDA.
 - The Aluminum Feeder Wire and Branch Panel Replacement project was approved by the Illinois Community College Board on May 11, 2011. The architects are proceeding with construction documents.

Illinois Valley Community College District #513
 Combined Balance Sheet
 All Fund Types and Account Groups
 May 31, 2011

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
Assets and Other Debits								
Cash and cash equivalents	\$ 1,407,310	\$ 453,790	\$ 61,950	\$ 624,508	\$ 507,119	\$ -	\$ -	\$ 3,054,677
Investments	4,400,781	13,657,461	736,554	2,006,426	-			20,801,222
Receivables								
Property taxes	7,835,167	1,734,922	1,233,154					10,803,243
Governmental claims	-	-			679,022			679,022
Tuition and fees	3,385,192			4,529				3,389,721
Due from other funds	402,368	155,237	-	91,522	-	-	-	649,127
Bookstore inventories				611,334				611,334
Other assets	61,370	-	-	8,707	-	-	-	70,077
Fixed assets - net where applicable				35,750		61,022,305		61,058,055
Other debits								
Amount available in Debt Service Fund							2,031,658	2,031,658
Amount to be provided to retire debt							(825,447)	(825,447)
Total Assets and Other Debits	<u>\$17,492,188</u>	<u>\$16,001,410</u>	<u>\$ 2,031,658</u>	<u>\$ 3,382,776</u>	<u>\$ 1,186,141</u>	<u>\$61,022,305</u>	<u>\$ 1,206,211</u>	<u>\$ 102,322,689</u>

**Illinois Valley Community College District #513
Combined Balance Sheet
All Fund Types and Account Groups
May 31, 2011**

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
Liabilities								
Accounts payable	\$ 137,762	\$ 4,843	\$ -	\$ 16,385	\$ 1,195	\$ -	\$ -	\$ 160,185
Accrued Salaries & Benefits	305,541	34,148		15,118	-			354,807
Post Retirement Benefits & Other	118,520	290		-	30			118,840
Unclaimed Property	2,054	401			41			2,496
Due to other funds	108,879	14,714	-	-	525,534	-	-	649,127
Due to student groups/deposits	7,942				659,341			667,283
Deferred revenue								-
Property taxes	4,019,097	889,911	632,531					5,541,539
Tuition and fees	3,712,036	-						3,712,036
Grants	-	-						-
Bonds payable							1,206,211	1,206,211
Total liabilities	<u>8,411,831</u>	<u>944,307</u>	<u>632,531</u>	<u>31,503</u>	<u>1,186,141</u>	<u>-</u>	<u>1,206,211</u>	<u>12,412,524</u>
Equity and Other Credits								
Investment in general fixed assets						61,022,305		61,022,305
Contributed capital								-
Retained earnings				3,351,273				3,351,273
Fund balance								-
Reserved for grant purposes		(346,484)						(346,484)
Reserved for building purposes		5,116,232						5,116,232
Reserved for debt service			1,399,127					1,399,127
Reserved for Liab., Prot., Sett.		5,600,488						5,600,488
Unreserved	<u>9,080,357</u>	<u>4,686,867</u>						<u>13,767,224</u>
Total equity and other credits	<u>9,080,357</u>	<u>15,057,103</u>	<u>1,399,127</u>	<u>3,351,273</u>	<u>-</u>	<u>61,022,305</u>	<u>-</u>	<u>89,910,165</u>
Total Liabilities, Equity and Other Credits	<u>\$17,492,188</u>	<u>\$16,001,410</u>	<u>\$ 2,031,658</u>	<u>\$ 3,382,776</u>	<u>\$ 1,186,141</u>	<u>\$61,022,305</u>	<u>\$ 1,206,211</u>	<u>\$ 102,322,689</u>

*Student accounts receivable are adjusted on a monthly basis. However, Taxes receivable and Inventories are only adjusted at fiscal year end.

Illinois Valley Community College District #513
Summary of Fiscal Year 2011 Revenues & Expenditures by Fund
Eleven Months Ended May 31, 2011

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Fund (Restricted)	Bond & Interest Fund	Working Cash Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 17,204,367	\$ 2,869,533	\$ 1,567,589	\$ 1,225,633	\$ 32,437	\$ 3,048,170	\$ 8,441,572	\$ 234,115	\$ 236	\$ 34,623,652
Actual Expenditures	(16,121,586)	(2,091,752)	(2,093,997)	(1,265,400)	-	(3,355,790)	(8,952,406)	(1,038,547)	(31,500)	(34,950,978)
Other Financing Sources (Uses)	(3,226)	-	-	-	-	61,414	3,226	-	-	61,414
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	1,079,555	777,781	(526,408)	(39,767)	32,437	(246,206)	(507,608)	(804,432)	(31,264)	(265,912)
Fund balances July 1, 2010	5,778,463	1,444,558	5,642,640	1,438,894	4,643,718	3,597,479	161,124	6,404,920	41,976	29,153,772
Fund balances May 31, 2011	<u>\$ 6,858,018</u>	<u>\$ 2,222,339</u>	<u>\$ 5,116,232</u>	<u>\$ 1,399,127</u>	<u>\$ 4,676,155</u>	<u>\$ 3,351,273</u>	<u>\$ (346,484)</u>	<u>\$ 5,600,488</u>	<u>\$ 10,712</u>	<u>\$ 28,887,860</u>

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Eleven Months Ended May 31, 2011**

	<u>Annual Budget FY2011</u>	<u>Actual 5/31/11</u>	<u>Act/Budget 91.7%</u>	<u>Actual 5/31/10</u>	<u>Act/Budget FY10</u>	<u>Annual Budget FY2010</u>
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 6,778,669	\$ 6,503,054	95.9%	\$ 6,004,003	96.3%	\$ 6,234,013
Corporate Personal Property Replacement Tax	850,000	938,247	110.4%	701,540	70.2%	1,000,000
TIF Revenues	300,000	359,873	120.0%	303,614	104.7%	290,000
Total Local Government	7,928,669	7,801,174	98.4%	7,009,157	93.2%	7,524,013
State Government:						
ICCB Credit Hour Grant	1,765,165	1,618,060	91.7%	1,894,790	93.5%	2,026,000
Equalization	170,118	56,706	33.3%	49,884	11.7%	425,000
Career/Technical Education Formula Grant	120,000	84,570	70.5%	89,860	74.9%	120,000
Dept of Corrections	31,513	-	0.0%	-	0.0%	20,000
Other	-	-	0.0%	-	0.0%	-
Total State Government	2,086,796	1,759,336	84.3%	2,034,534	78.5%	2,591,000
Federal Government						
PELL Administrative Fees	8,000	7,785	97.3%	7,955	144.6%	5,500
ARRA Grant	-	-	0.0%	91,750	0.0%	-
Total Federal Government	8,000	7,785	97.3%	99,705	1812.8%	5,500
Student Tuition and Fees:						
Tuition	5,915,228	5,803,370	98.1%	5,324,999	110.7%	4,810,610
Fees	1,048,468	1,031,871	98.4%	1,005,180	119.4%	841,621
Total Tuition and Fees	6,963,696	6,835,241	98.2%	6,330,179	112.0%	5,652,231
Other Sources:						
Investment Revenue	40,000	53,409	133.5%	35,122	33.4%	105,000
Public Service Revenue	1,099,707	656,732	59.7%	908,560	87.5%	1,037,962
Nongovernmental Gifts	48,000	48,000	100.0%	48,000	90.6%	53,000
Other	88,202	42,690	48.4%	30,649	197.7%	15,500
Total Other Sources	1,275,909	800,831	62.8%	1,022,331	84.4%	1,211,462
TOTAL EDUCATION FUND REVENUE	18,263,070	17,204,367	94.2%	16,495,906	97.1%	16,984,206
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	8,740,223	7,547,037	86.3%	7,137,396	88.5%	8,069,091
Employee Benefits	1,381,825	1,302,872	94.3%	1,149,697	101.4%	1,133,809
Contractual Services	158,595	154,962	97.7%	122,574	78.5%	156,230
General Materials & Supplies	431,112	323,439	75.0%	346,416	75.5%	458,803
Conference & Meeting Expenses	114,743	77,192	67.3%	69,513	38.6%	180,103
Fixed Charges	171,000	146,317	85.6%	100,116	92.7%	108,000
Utilities	1,000	744	74.4%	549	54.9%	1,000
Capital Outlay	-	31,113	0.0%	6,090	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Instruction	\$ 10,998,498	\$ 9,583,676	87.1%	\$ 8,932,351	88.4%	\$ 10,107,036

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Eleven Months Ended May 31, 2011**

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2011	Actual 5/31/11	Act/Budget 91.7%	Actual 5/31/10	Act/Budget FY10	Annual Budget FY2010
Academic Support:						
Salaries	\$ 654,144	\$ 579,965	88.7%	\$ 582,432	91.3%	\$ 638,115
Employee Benefits	102,973	103,134	100.2%	100,345	85.7%	117,052
Contractual Services	136,324	131,810	96.7%	116,679	80.4%	145,051
General Materials & Supplies	391,808	293,118	74.8%	258,827	95.9%	269,958
Conference & Meeting Expenses	11,035	2,917	26.4%	8,473	27.2%	31,160
Fixed Charges	4,680	-	0.0%	-	0.0%	4,680
Utilities	46,148	50,841	109.7%	30,734	86.9%	35,375
Capital Outlay	-	25,429	0.0%	3,258	32.6%	10,000
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,347,112</u>	<u>1,187,014</u>	88.1%	<u>1,100,748</u>	88.0%	<u>1,251,391</u>
Student Services:						
Salaries	1,106,619	1,033,045	93.4%	981,645	92.7%	1,059,148
Employee Benefits	240,204	240,442	100.1%	200,491	84.6%	236,966
Contractual Services	18,150	2,445	13.5%	13,140	79.3%	16,580
General Materials & Supplies	55,475	57,612	103.9%	48,854	97.3%	50,200
Conference & Meeting Expenses	26,600	9,896	37.2%	16,351	58.2%	28,100
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	9,716	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	<u>1,447,048</u>	<u>1,343,440</u>	92.8%	<u>1,270,197</u>	91.3%	<u>1,390,994</u>
Public Services/Continuing Education:						
Salaries	362,361	314,157	86.7%	318,395	84.7%	375,807
Employee Benefits	33,156	33,069	99.7%	43,889	127.4%	34,462
Contractual Services	234,500	291,630	124.4%	166,027	84.8%	195,800
General Materials & Supplies	200,350	75,503	37.7%	178,633	66.8%	267,500
Conference & Meeting Expenses	10,865	8,488	78.1%	17,124	126.8%	13,500
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	250	-	0.0%	-	0.0%	250
Total Public Services/Continuing Education	<u>841,482</u>	<u>722,847</u>	85.9%	<u>724,068</u>	81.6%	<u>887,319</u>
Institutional Support:						
Salaries	1,840,630	1,636,676	88.9%	1,541,747	93.5%	1,648,913
Employee Benefits	475,844	420,135	88.3%	378,072	84.2%	448,860
Contractual Services	374,590	383,729	102.4%	286,618	81.9%	349,838
General Materials & Supplies	484,722	368,281	76.0%	509,114	78.8%	646,142
Conference & Meeting Expenses	84,970	43,504	51.2%	58,881	42.2%	139,596
Fixed Charges	37,500	28,769	71.4%	22,015	58.7%	37,500
Utilities	15,458	19,163	124.0%	12,140	98.0%	12,384
Capital Outlay	28,416	11,767	41.4%	49,709	78.0%	63,700
Other	(1,700)	(2,128)	125.2%	2,561	-256.1%	(1,000)
Total Institutional Support	<u>3,340,430</u>	<u>2,907,896</u>	87.1%	<u>2,860,857</u>	85.5%	<u>3,345,933</u>
Scholarships, Grants and Waivers	348,500	376,713	108.1%	354,867	88.4%	401,533
TOTAL EDUCATION FUND EXPENDITURES	<u>\$ 18,323,070</u>	<u>\$ 16,121,586</u>	88.0%	<u>\$ 15,243,088</u>	87.7%	<u>\$ 17,384,206</u>
INTERFUND TRANSFERS - NET	<u>\$ (340,000)</u>	<u>\$ (3,226)</u>	0.9%	<u>\$ 2,136</u>	0.0%	<u>\$ -</u>

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Eleven Months Ended May 31, 2011**

	<u>Annual Budget FY2011</u>	<u>Actual 5/31/11</u>	<u>Act/Budget 91.7%</u>	<u>Actual 5/31/10</u>	<u>Act/Budget FY10</u>	<u>Annual Budget FY2010</u>
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,281,479	\$ 1,230,893	96.1%	\$ 1,135,110	96.3%	\$ 1,178,452
Corporate Personal Property Replacement Tax	150,000	165,573	110.4%	123,801	70.7%	175,000
TIF	100,000	119,968	120.0%	101,205	106.5%	95,000
Total Local Government	<u>1,531,479</u>	<u>1,516,424</u>	<u>99.0%</u>	<u>1,360,116</u>	<u>93.9%</u>	<u>1,448,452</u>
State Government:						
ICCB Credit Hour Grant	311,498	285,540	91.7%	334,375	86.9%	385,000
Total State Government	<u>311,498</u>	<u>285,540</u>	<u>91.7%</u>	<u>334,375</u>	<u>86.9%</u>	<u>385,000</u>
Student Tuition and Fees:						
Tuition	929,274	931,031	100.2%	833,387	116.8%	713,280
Total Tuition and Fees	<u>929,274</u>	<u>931,031</u>	<u>100.2%</u>	<u>833,387</u>	<u>116.8%</u>	<u>713,280</u>
Other Sources:						
Facilities Revenue	119,000	114,418	96.1%	113,559	87.4%	130,000
Investment Revenue	5,000	6,580	131.6%	5,986	28.5%	21,000
Non-Governmental Gifts & Grants	-	260	0.0%	-	0.0%	-
Other	-	15,280	0.0%	116	0.0%	-
Total Other Sources	<u>124,000</u>	<u>136,538</u>	<u>110.1%</u>	<u>119,661</u>	<u>79.2%</u>	<u>151,000</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	\$ 2,896,251	\$ 2,869,533	99.1%	\$ 2,647,539	98.1%	\$ 2,697,732

	<u>Annual Budget FY2011</u>	<u>Actual 05/31/11</u>	<u>Act/Budget 91.7%</u>	<u>Actual 05/31/10</u>	<u>Act/Budget FY10</u>	<u>Annual Budget FY2010</u>
OPERATIONS & MAINTENANCE FUND						
Operations & Maintenance of Plant:						
Salaries	\$ 813,862	\$ 702,676	86.3%	\$ 714,621	92.1%	\$ 776,017
Employee Benefits	197,843	185,053	93.5%	161,922	109.5%	147,898
Contractual Services	159,592	129,880	81.4%	149,564	91.8%	162,910
General Materials & Supplies	372,200	310,192	83.3%	207,257	60.1%	345,000
Conference & Meeting Expenses	6,000	326	5.4%	404	3.6%	11,300
Fixed Charges	7,800	41,905	537.2%	36,015	1440.6%	2,500
Utilities	902,150	584,448	64.8%	618,419	71.7%	862,500
Capital Outlay	156,500	136,457	87.2%	25,828	22.0%	117,346
Facility Charges to Other Funds	-	(63,000)	0.0%	(63,000)	0.0%	-
Provision for Contingency	200,000	-	0.0%	-	0.0%	200,000
Total Operations & Maintenance of Plant	<u>2,815,947</u>	<u>2,027,937</u>	<u>72.0%</u>	<u>1,851,060</u>	<u>70.5%</u>	<u>2,625,471</u>
Institutional Support:						
Salaries	53,754	47,899	89.1%	46,554	95.9%	48,564
Employee Benefits	7,950	8,175	102.8%	6,934	104.3%	6,647
Contractual Services	1,000	2,395	239.5%	2,395	0.0%	-
General Materials & Supplies	4,600	1,967	42.8%	3,419	84.4%	4,050
Conference & Meeting Expenses	-	-	0.0%	-	0.0%	-
Fixed Charges	13,000	3,379	26.0%	3,465	26.7%	13,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>80,304</u>	<u>63,815</u>	<u>79.5%</u>	<u>62,767</u>	<u>86.9%</u>	<u>72,261</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	\$ 2,896,251	\$ 2,091,752	72.2%	\$ 1,913,817	70.9%	\$ 2,697,732

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**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Eleven Months Ended May 31, 2011**

	<u>Annual Budget FY2011</u>	<u>Actual 5/31/11</u>	<u>Act/Budget 91.7%</u>	<u>Actual 5/31/10</u>	<u>Act/Budget FY10</u>	<u>Annual Budget FY2010</u>
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,589,936	\$ 1,519,483	95.6%	\$ 1,373,172	95.0%	\$ 1,444,846
State Government Sources	-	5,999	0.0%	-	0.0%	-
Investment Revenue	<u>55,000</u>	<u>42,107</u>	<u>76.6%</u>	<u>67,410</u>	<u>71.0%</u>	<u>95,000</u>
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	<u>1,644,936</u>	<u>1,567,589</u>	<u>95.3%</u>	<u>1,440,582</u>	<u>93.6%</u>	<u>1,539,846</u>
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	-	-	0.0%	357,311	0.0%	-
Capital Outlay	<u>1,617,500</u>	<u>2,093,997</u>	<u>129.5%</u>	<u>1,839,537</u>	<u>127.3%</u>	<u>1,445,000</u>
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	<u>1,617,500</u>	<u>2,093,997</u>	<u>129.5%</u>	<u>2,196,848</u>	<u>152.0%</u>	<u>1,445,000</u>
Transfer In (Out)	\$ <u>400,000</u>	\$ <u>-</u>	<u>0.0%</u>	\$ <u>400,000</u>	<u>100.0%</u>	\$ <u>400,000</u>

Fiscal Year 2011 Budget to Actual Comparison

	<u>Annual Budget FY2011</u>	<u>Actual 5/31/11</u>	<u>Act/Budget 91.7%</u>	<u>Actual 5/31/10</u>	<u>Act/Budget FY10</u>	<u>Annual Budget FY2010</u>
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ 1,265,000	\$ 1,216,938	96.2%	\$ 1,268,195	100.3%	\$ 1,265,000
Investment Revenue	<u>5,000</u>	<u>8,695</u>	<u>173.9%</u>	<u>5,659</u>	<u>22.6%</u>	<u>25,000</u>
TOTAL BOND & INTEREST FUND REVENUES	<u>1,270,000</u>	<u>1,225,633</u>	<u>96.5%</u>	<u>1,273,854</u>	<u>98.7%</u>	<u>1,290,000</u>
BOND & INTEREST FUND						
Institutional Support:						
Debt Principal Retirement	1,265,000	1,265,000	100.0%	1,270,000	100.0%	1,270,000
Interest on Bonds	-	-	0.0%	-	0.0%	-
Fees	<u>400</u>	<u>400</u>	<u>100.0%</u>	<u>400</u>	<u>80.0%</u>	<u>500</u>
TOTAL BOND & INTEREST EXPENDITURES	<u>\$ 1,265,400</u>	<u>\$ 1,265,400</u>	<u>100.0%</u>	<u>\$ 1,270,400</u>	<u>100.0%</u>	<u>\$ 1,270,500</u>

Fiscal Year 2011 Budget to Actual Comparison

	<u>Annual Budget FY2011</u>	<u>Actual 5/31/11</u>	<u>Act/Budget 91.7%</u>	<u>Actual 5/31/10</u>	<u>Act/Budget FY10</u>	<u>Annual Budget FY2010</u>
WORKING CASH FUND						
Investment Revenue	\$ 60,000	\$ 32,437	54.1%	\$ 47,958	48.0%	\$ 100,000
TOTAL WORKING CASH REVENUES	<u>60,000</u>	<u>32,437</u>	<u>54.1%</u>	<u>47,958</u>	<u>48.0%</u>	<u>100,000</u>
Transfers In (Out)	\$ <u>(60,000)</u>	\$ <u>-</u>	<u>0.0%</u>	\$ <u>(400,000)</u>	<u>100.0%</u>	\$ <u>(400,000)</u>

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Eleven Months Ended May 31, 2011**

AUXILIARY ENTERPRISES FUND	Annual Budget FY2011	Actual 5/31/11	Act/Budget 91.7%	Actual 5/31/10	Act/Budget FY10	Annual Budget FY2010
Student Fees	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
Service Fees	3,254,475	3,025,107	93.0%	2,900,489	112.8%	2,571,250
Data Processing Rentals	1,672	-	0.0%	172,255	44.4%	387,650
Other Revenue	-	1,870	0.0%	1,200	0.0%	-
Investment Revenue	10,000	21,193	211.9%	3,111	3.1%	100,000
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	3,266,147	3,048,170	93.3%	3,077,055	100.6%	3,058,900

AUXILIARY ENTERPRISES FUND	Annual Budget FY2011	Actual 5/31/11	Act/Budget 91.7%	Actual 5/31/10	Act/Budget FY10	Annual Budget FY2010
Salaries	601,776	559,640	93.0%	619,187	76.2%	812,196
Employee Benefits	196,490	181,152	92.2%	173,536	78.9%	220,055
Contractual Services	36,260	43,881	121.0%	91,312	105.0%	86,930
Materials & Supplies	2,395,922	2,438,844	101.8%	2,268,321	122.5%	1,851,135
Conference & Meeting	22,885	28,816	125.9%	31,858	118.3%	26,920
Fixed Charges	48,000	34,869	72.6%	1,515	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	1,325	2,700	203.8%	19,500	143.9%	13,550
Other	63,000	65,888	104.6%	63,000	92.6%	68,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	3,365,658	3,355,790	99.7%	3,268,229	106.2%	3,078,786
Transfer In (Out)	\$ 62,000	\$ 61,414	99.1%	\$ 63,414	103.3%	\$ 61,414

Fiscal Year 2011 Budget to Actual Comparison

RESTRICTED PURPOSES FUND	Annual Budget FY2011	Actual 5/31/11	Act/Budget 91.7%	Actual 5/31/10	Act/Budget FY10	Annual Budget FY2010
State Government Sources	\$ 938,668	\$ 575,215	61.3%	\$ 738,186	69.3%	\$ 1,065,490
Federal Government Sources	7,721,710	7,858,697	101.8%	7,144,956	130.2%	5,488,702
Service Fees	-	1,120	0.0%	-	0.0%	2,100
Other Revenue	5,000	6,540	130.8%	935	18.7%	5,000
TOTAL RESTRICTED PURPOSES FUND REVENUES	8,665,378	8,441,572	97.4%	7,884,077	120.2%	6,561,292

RESTRICTED PURPOSES FUND	Annual Budget FY2011	Actual 5/31/11	Act/Budget 91.7%	Actual 5/31/10	Act/Budget FY10	Annual Budget FY2010
Instruction:						
Salaries	779,528	617,760	79.2%	605,746	80.3%	753,940
Employee Benefits	174,121	156,628	90.0%	145,439	69.1%	210,476
Contractual Services	126,408	123,787	97.9%	102,091	115.8%	88,143
Materials & Supplies	208,936	105,759	50.6%	127,295	111.8%	113,898
Conference & Meeting	75,500	52,470	69.5%	39,268	76.9%	51,046
Fixed Charges	1,900	-	0.0%	750	42.9%	1,750
Utilities	1,250	1,759	140.7%	1,815	82.5%	2,200
Capital Outlay	194,000	169,667	87.5%	45,678	0.0%	-
Other (P-16 Grant Waivers)	31,286	1,515	4.8%	1,728	16.6%	10,410
Total Instruction	\$ 1,592,929	\$ 1,229,345	77.2%	\$ 1,069,810	86.8%	\$ 1,231,863

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**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Eleven Months Ended May 31, 2011**

RESTRICTED PURPOSES FUND	Annual Budget FY2011	Actual 5/31/11	Act/Budget 91.7%	Actual 5/31/10	Act/Budget FY10	Annual Budget FY2010
Academic Support						
Salaries	\$ 89,838	\$ 67,871	75.5%	\$ 94,742	99.3%	\$ 95,399
Employee Benefits	27,732	9,518	34.3%	17,176	60.1%	28,574
Contractual Services	-	1,438	0.0%	1,770	0.0%	-
Materials & Supplies	4,490	4,309	96.0%	925	7.7%	11,990
Conference & Meeting	4,000	1,198	30.0%	1,918	48.0%	4,000
Fixed Charges	5,200	3,368	64.8%	3,100	59.6%	5,200
Total Academic Support	131,260	87,702	66.8%	119,631	82.4%	145,163
Student Services						
Salaries	175,415	147,311	84.0%	143,897	62.4%	230,132
Employee Benefits	41,143	39,758	96.6%	34,137	44.9%	75,959
Contractual Services	2,000	12,587	629.4%	17,592	75.2%	23,392
Materials & Supplies	15,100	21,895	145.0%	40,700	123.4%	32,992
Conference & Meeting	26,431	16,829	63.7%	17,256	65.6%	26,300
Capital Outlay	-	-	0.0%	-	0.0%	49,505
Tuition Waivers (TRIO Grant)	22,500	37,004	164.5%	43,200	308.8%	14,000
Total Student Services	282,589	275,384	97.5%	296,582	65.6%	452,280
Public Service						
Salaries	495,671	457,143	92.2%	422,469	93.2%	453,202
Employee Benefits	110,187	111,539	101.2%	87,361	95.6%	91,390
Contractual Services	489,670	361,628	73.9%	737,529	113.7%	648,870
Materials & Supplies	214,347	138,015	64.4%	197,686	64.0%	308,729
Conference & Meeting	94,994	162,461	171.0%	167,033	118.7%	140,714
Fixed Charges	29,130	27,764	95.3%	27,591	24.9%	110,600
Utilities	7,305	4,492	61.5%	5,312	61.8%	8,600
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	190	79	41.6%	436	0.0%	3,000
Total Public Service	1,441,494	1,263,121	87.6%	1,645,417	93.2%	1,765,105
Auxiliary Services						
Salaries	4,000	2,650	66.3%	3,517	70.3%	5,000
Employee Benefits	320	49	15.3%	297	396.0%	75
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	19,680	798	4.1%	4,640	39.7%	11,675
Conference & Meeting	1,000	25	2.5%	425	42.5%	1,000
Other (Child Care Subsidies)	10,000	7,955	79.6%	15,707	120.8%	13,000
Total Auxiliary Services	\$ 35,000	\$ 11,477	32.8%	\$ 24,586	80.0%	\$ 30,750

**Illinois Valley Community College District #613
Fiscal Year 2011 Budget to Actual Comparison
Eleven Months Ended May 31, 2011**

	<u>Annual Budget FY2011</u>	<u>Actual 5/31/11</u>	<u>Act/Budget 91.7%</u>	<u>Actual 5/31/10</u>	<u>Act/Budget FY10</u>	<u>Annual Budget FY2010</u>
Institutional Support						
Salaries (Federal Work Study)	\$ 75,496	\$ 76,300	101.1%	\$ 89,105	98.3%	\$ 90,630
Employee Benefits	-	-	0.0%	-	0.0%	-
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	-	0.0%	-	0.0%	-
Conference & Meeting	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>75,496</u>	<u>76,300</u>	101.1%	<u>89,105</u>	98.3%	<u>90,630</u>
Student grants and waivers (PELL & SEOG)	<u>5,111,610</u>	<u>6,009,077</u>	117.6%	<u>4,859,228</u>	170.5%	<u>2,850,500</u>
TOTAL RESTRICTED FUND EXPENDITURES	<u>\$ 8,670,378</u>	<u>\$ 8,952,406</u>	103.3%	<u>\$ 8,104,359</u>	123.4%	<u>\$ 6,566,291</u>
Transfer In (Out)	<u>\$ -</u>	<u>\$ 3,226</u>	0.0%	<u>\$ (2,136)</u>	0.0%	<u>\$ -</u>

Fiscal Year 2011 Budget to Actual Comparison

LIABILITY, PROTECTION, & SETTLEMENT FUND	<u>Annual Budget FY2011</u>	<u>Actual 5/31/11</u>	<u>Act/Budget 91.7%</u>	<u>Actual 5/31/10</u>	<u>Act/Budget FY10</u>	<u>Annual Budget FY2010</u>
Local Government Sources	\$ 200,250	\$ 192,811	96.3%	\$ 275,208	98.3%	\$ 280,000
Investment Revenue	85,000	35,666	42.0%	98,018	115.3%	85,000
Other	-	5,638	0.0%	-	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	<u>285,250</u>	<u>234,115</u>	82.1%	<u>373,226</u>	102.3%	<u>365,000</u>

LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES

Operations & Maintenance of Plant						
Salaries	311,885	208,819	67.0%	226,613	84.5%	268,213
Employee Benefits	72,561	51,524	71.0%	60,680	141.9%	42,765
Contractual Services	3,500	3,316	94.7%	8,845	268.0%	3,300
Material & Supplies	-	8,413	0.0%	6,488	43.3%	15,000
Conference & Meeting	550	460	83.6%	463	30.9%	1,500
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	737	0.0%	1,118	111.8%	1,000
Capital Outlay	-	-	0.0%	-	0.0%	23,000
Other	-	-	0.0%	-	0.0%	-
Total for Operations & Maintenance of Plant	<u>\$ 388,496</u>	<u>\$ 273,269</u>	70.3%	<u>\$ 304,207</u>	85.7%	<u>\$ 354,778</u>

**Illinois Valley Community College District #613
Fiscal Year 2011 Budget to Actual Comparison
Eleven Months Ended May 31, 2011**

LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES (continued)	Annual Budget FY2011	Actual 5/31/11	Act/Budget 91.7%	Actual 5/31/10	Act/Budget FY10	Annual Budget FY2010
Institutional Support						
Salaries	\$ 357,629	\$ 293,497	82.1%	\$ 303,520	84.2%	\$ 360,269
Employee Benefits	319,702	62,672	19.6%	64,335	18.7%	344,186
Contractual Services	16,500	28,901	175.2%	17,191	88.2%	19,500
Material & Supplies	250	3,673	1469.2%	11,754	2612.0%	450
Conference & Meeting	-	-	0.0%	-	0.0%	700
Fixed Charges	317,000	376,535	118.8%	332,634	71.5%	465,000
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>1,011,081</u>	<u>765,278</u>	75.7%	<u>729,434</u>	61.3%	<u>1,190,105</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	\$ 1,399,577	\$ 1,038,547	74.2%	\$ 1,033,641	66.9%	\$ 1,544,883

Fiscal Year 2011 Budget to Actual Comparison

AUDIT FUND	Annual Budget FY2011	Actual 5/31/11	Act/Budget 91.7%	Actual 5/31/10	Act/Budget FY10	Annual Budget FY2010
Local Government Sources	\$ 18,034	\$ 3	0.0%	\$ 31,144	103.8%	\$ 30,000
Investment Revenue	200	233	116.5%	211	21.1%	1,000
TOTAL AUDIT FUND REVENUES	<u>18,234</u>	<u>236</u>	1.3%	<u>31,355</u>	101.1%	<u>31,000</u>
AUDIT FUND						
Contractual Services	<u>32,500</u>	<u>31,500</u>	96.9%	<u>30,500</u>	100.0%	<u>30,500</u>
TOTAL AUDIT FUND EXPENDITURES	\$ 32,500	\$ 31,500	96.9%	\$ 30,500	100.0%	\$ 30,500

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
All Funds**

Eleven Months Ended May 31, 2011

<u>Department</u>	<u>Annual Budget FY2011</u>	<u>Actual 5/31/2011</u>	<u>Act/Budget 91.67%</u>	<u>Explanation</u>
President	\$ 271,275	\$ 251,843	92.84%	
Board of Trustees	21,000	14,293	68.06%	
Community Relations	437,733	350,540	80.08%	
Development Office	68,202	43,570	63.88%	
Continuing Education	1,076,324	963,606	89.53%	
Facilities	4,433,447	4,121,934	92.97%	
Information Technologies	1,651,428	1,461,825	88.52%	
Academic Affairs	256,467	217,529	84.82%	
Academic Affairs (AVPCE)	1,591,734	1,192,147	74.90%	
Adult Education	479,230	462,747	96.56%	
Dislocated Workers Center	1,276,998	1,081,584	84.70%	
Learning Technologies	720,282	631,921	87.73%	
Career & Tech Education Division	2,435,307	1,951,317	80.13%	
Natural Science & Business Division	1,894,421	1,651,582	87.18%	
Humanities & Fine Arts/Social Science Division	2,074,729	1,838,332	88.61%	
Health Professions Division	2,017,306	1,724,105	85.47%	
English, Mathematics, Education Division	2,819,055	2,590,575	91.90%	
Admissions & Records	345,154	317,791	92.07%	
Student Development	777,745	736,899	94.75%	
Financial Aid	5,480,655	6,356,843	115.99%	Additional financial aid available
Athletics	228,443	239,049	104.64%	Men's & women's basketball
TRIO (Student Success Grant)	282,589	274,929	97.29%	
Safety Service	384,217	272,658	70.96%	
Business Services/General Institution	2,209,602	2,128,904	96.35%	
Risk Management	1,015,360	765,888	75.43%	
Tuition Waivers	348,500	376,713	108.10%	Under budgeted. Actual is consistent with historical.
Human Resources	199,398	154,873	77.67%	
Bookstore	2,544,701	2,593,589	101.92%	
Shipping & Receiving	80,304	63,816	79.47%	
Copy Center	148,728	119,576	80.40%	
Total FY11 Expenditures	<u>\$ 37,570,334</u>	<u>\$ 34,950,976</u>	93.03%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended May 31, 2011

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	TOTAL
Balance on Hand	802,379.53	318,883.55	57,232.73	61,672.57	736,220.24	(400,108.98)	407,615.12	6,388.33	470,609.84	2,460,892.93
Total Receipts	651,595.10	43,938.77	2,651.19	277.69	141,864.29	119,473.48	1,145.95	17.50	3,501.59	964,465.56
Total Cash	1,453,974.63	362,822.32	59,883.92	61,950.26	878,084.53	(280,635.50)	408,761.07	6,405.83	474,111.43	3,425,358.49
Due To/From Accts	(1,937.63)	(37.72)	-	-	14,232.44	(12,201.89)	-	-	(55.20)	(0.00)
Transfers/Bank CDs	1,300,000.00	200,000.00	-	-	-	50,000.00	-	-	-	1,550,000.00
Expenditures	(1,788,816.37)	(120,895.17)	-	-	(268,208.82)	(209,679.26)	-	-	(56,688.92)	(2,444,288.54)
ACCOUNT BALANCE	963,220.63	441,889.43	59,883.92	61,950.26	624,108.15	(452,516.65)	408,761.07	6,405.83	417,367.31	2,531,069.95
Deposits in Transit	(109,765.44)									(109,765.44)
Outstanding Checks	350,405.55									350,405.55
BANK BALANCE	1,203,860.74	441,889.43	59,883.92	61,950.26	624,108.15	(452,516.65)	408,761.07	6,405.83	417,367.31	2,771,710.06
Certificates of Deposit	2,500,000.00	300,000.00	1,000,000.00	500,000.00	1,700,000.00	-	4,250,000.00	-	4,800,000.00	15,050,000.00
Illinois Funds	1,115,965.43	784,815.78	713,976.70	236,553.56	6,425.81	14,019.90	17,393.78	4,305.99	265,594.89	3,159,051.84
CDB Trust Fund CTC			1,510,906.65							1,510,906.65
Bldg Reserve-LLFund			1,081,263.27							1,081,263.27
Total Investment	3,615,965.43	1,084,815.78	4,306,146.62	736,553.56	1,706,425.81	14,019.90	4,267,393.78	4,305.99	5,065,594.89	20,801,221.76
LaSalle State Bank	364,300.45									
Peru Savings Bank	2,407,409.61									
	<u>2,771,710.06</u>									

Respectfully Submitted,

Cheryl Roelfsema

Cheryl Roelfsema
Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE
 INVESTMENT STATUS REPORT
 May 31, 2011

<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
7/14/2011	1,000,000				500,000		500,000	2,000,000	FSB	0.650	0.650	1011570115
7/30/2011							2,000,000	2,000,000	FSB	1.150	1.150	25092
9/17/2011	1,000,000					500,000		1,500,000	FSB	1.000	1.000	25440
9/23/2011			500,000				500,000	1,000,000	FSB	1.000	1.000	25522
11/7/2011						150,000		150,000	MB	1.250	1.250	15192
11/17/2011							200,000	200,000	LSB	0.550	0.550	80014774
11/18/2011						1,500,000		1,500,000	FSB	0.900	0.900	26001
12/10/2012							1,000,000	1,000,000	CB	0.750	0.750	2041022024
12/15/2011	500,000		500,000					1,000,000	FSB	1.100	1.100	1011428351
12/22/2011				500,000		1,000,000	500,000	2,000,000	FSB	1.100	1.100	1011466946
1/30/2011						100,000		100,000	NCB	1.000	1.000	35803
3/23/2012						1,000,000		1,000,000	FSB	0.950	0.950	26766
4/22/2012							100,000	100,000	MB	1.150	1.150	914161
6/1/2012		300,000			1,200,000			1,500,000	FSB	0.950	0.950	24553
Total CD	2,500,000	300,000	1,000,000	500,000	1,700,000	4,250,000	4,800,000	15,050,000				

CB	Centrue Bank	LSB	LaSalle State Bank
CBNA	Commerce Bank, NA	MB	Marseilles Bank
CFNB	Citizens First National Bank	MSB	Midland State Bank
FSB	First State Bank of Mendota	NCB	North Central Bank - Ladd
HNB	Hometown National Bank	PFS	Peru Federal Savings

** Current IL Funds interest rate: 0.039%

Check Register \$5,000 or More

05/01/11 - 05/31/11

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
516244	05/05/11	0108916	CCIC	\$ 283,996.61	Health Insurance (May)
516253	05/05/11	0155694	Condensed Curriculum International	19,005.97	Medical Administrative Assistant and Pharmacy Tech Classes (Cont Ed)
516269	05/05/11	0004117	Gallagher Benefit Services, Inc	6,324.15	Life Insurance (May)
516293	05/05/11	0079038	IVCC Student Activity	409,012.86	MAP Awards
516287	05/05/11	0000001	Illinois Valley Community College	48,120.00	Rental Book Refunds
516326	05/05/11	0091568	Pearson Education, Inc.	20,623.49	Books for Resale
516533	05/12/11	0000001	Illinois Valley Community College	101,865.78	Federal & State Payroll Taxes (05/12/11)
516475	05/12/11	0000933	M.S.C. Industrial Supply Co.	5,709.89	Manufacturing Instructional Supplies (Carl Perkins)
516537	05/12/11	0082897	SURS	54,165.82	Payroll (05/12/11)
516566	05/19/11	0169822	Constellation NewEnergy - Gas	13,505.76	Natural Gas (04/01/11-4/30/11)
516620	05/19/11	0001524	LaSalle County Treasurer	5,418.32	Property Taxes
516678	05/19/11	0066555	United States Postal Service	6,000.00	Reimburse Postage Meter
516749	05/26/11	0108962	Carquest	5,338.07	Vehicle Repair Supplies
516731	05/26/11	0142736	Central Illinois Trucks, Inc.	7,297.24	Tractor/Trailer Rental & Maintenance
516744	05/26/11	0001317	Elsevier, Inc.	5,188.00	Nursing Exams
516847	05/26/11	0000001	Illinois Valley Community College	102,104.76	Federal & State Payroll Taxes (05/26/11)
516777	05/26/11	0000948	Nebraska Book Co., Inc.	91,709.01	Book Buyback
516799	05/26/11	0171125	Sleep Health Management Resources	7,463.00	Sleep Technician Basic Training-Cont Ed Course
516851	05/26/11	0082897	SURS	53,266.22	Payroll (05/26/11)
516802	05/26/11	0179366	Texthelp Systems Inc.	5,770.00	Literary Support Software (Carl Perkins Grant)
516813	05/26/11	0001927	Walter J Zukowski & Assoc	8,102.50	Legal Services
516854	05/27/11	0180447	Prudential Insurance Company	7,000.00	1st Month's Deposit for Life/LTD
				\$ 1,266,987.45	

Stipends for Pay Period Ending 5/7/11

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Alvarado, Ruben Joseph	SPN 2002-01 / 3 Ind Study	1/13/2011	5/20/2011	5/21/2011	ST	\$600.00	1-11-206500-51320	SPN-2002-01	Intermediate Spanish II	
Alvin, Stephen R	Meal Reimbursement / Taxable	4/22/2011	4/22/2011	5/7/2011	TF	\$14.45	1-11-206500-55212			
Baker, Kathryn June	CEX 4113-604	4/8/2011	4/29/2011	5/7/2011	ST	\$420.00	1-41-103941-51320	CEX-4113-604	Excel 2007 - Level 2	
Beyer, Jason Adam	Women's History Presentation	3/14/2011	3/14/2011	5/7/2011	ST	\$62.50	1-84-401840-51900			
Borth, Leahann M	Completion of CON 1200	5/7/2011	5/7/2011	5/7/2011	ST	\$150.00	1-11-205700-51320			
Burns, Carey Ann	HLR 2756-305	5/4/2011	5/4/2011	5/7/2011	ST	\$75.00	1-41-103941-51320	HLR-2756-305	Mixed Media Charm Bracelet	
Caley Opsal, Susan Mary	Women's History Presentation	3/9/2011	3/9/2011	5/7/2011	ST	\$62.50	1-84-401840-51900			
Cinotte, Lori Maret	CEX 1610-04	4/29/2011	4/29/2011	5/7/2011	ST	\$150.00	1-42-103310-51320	CEX-1610-04	Writing Press Releases	
Cook Fesperman, Amanda Pauline	Women's History Presentation	3/11/2011	3/11/2011	5/7/2011	ST	\$62.50	1-84-401840-51900			
Deal, Constance L	Violin Lessons / 16	2/12/2011	4/25/2011	5/7/2011	ST	\$450.08	1-11-206500-51320	MUP-2023-01	Applied Music: Violin	
Donna, Rebecca S	Meal Reimbursement / Taxable	4/19/2011	4/19/2011	5/7/2011	TF	\$6.38	1-12-205444-55212			
Engstrom, Norman Bruce	Voice Lessons / 32	3/3/2011	5/3/2011	5/7/2011	OV	\$1,024.00	1-11-206500-51340	MUP-2001-01	Applied Music- Vocal	
Fiorentini, Jo Ellen	HLR 2750-304	4/11/2011	4/27/2011	5/7/2011	ST	\$325.00	1-41-103941-51320	HLR-2750-304	Garden Mosaic II Bowling Ball	
Freed, Timothy Daniel	HLR 3918-305	5/2/2011	5/2/2011	5/7/2011	ST	\$105.00	1-41-103941-51320	HLR-3918-305	Spice It Up!	
Gibson, James A	Women's History Presentation	3/9/2011	3/9/2011	5/7/2011	ST	\$62.50	1-84-401840-51900			
Greening, James Elmer	Substitute for MTH 0906-08	4/29/2011	4/29/2011	5/7/2011	ST	\$37.98	1-15-209100-51320			
Jezak, Jon P	Mileage - Chicago to IVCC	4/6/2011	4/27/2011	5/7/2011	ML	\$90.00	1-11-206500-55210			
Koehler, Richard A	CDV 6000-02, #753, 754	4/20/2011	4/23/2011	5/7/2011	ST	\$337.50	1-41-103942-51320	CDV-6000-02	LaSalle Co Driver Improvement	
Koehler, Richard A	CDV 6000-03, #755	5/4/2011	5/4/2011	5/7/2011	ST	\$150.00	1-41-103942-51320	CDV-6000-02	LaSalle Co Driver Improvement	
Krasnican, Mary Ellen	CEU 1501-404	4/25/2011	4/27/2011	5/7/2011	ST	\$125.00	1-41-103941-51320	CEU-1501-634	Food Sanitation Recertification	
Loebach, Nancy Ann	Completed CON 1200	5/7/2011	5/7/2011	5/7/2011	ST	\$150.00	1-11-209100-51900			
Mattison, Merri-Susan Jayne	Women's History Presentation	3/28/2011	3/28/2011	5/7/2011	ST	\$62.50	1-84-401840-51900			
Mika, Judyann	Completed CON 1200	5/7/2011	5/7/2011	5/7/2011	ST	\$150.00	1-11-209100-51900			
Montgomery, D Gene	Clarinet Lessons / 4	3/30/2011	4/27/2011	5/7/2011	ST	\$121.88	1-11-206500-51320	MUP-2032-01	Applied Music: Clarinet	
Moroni, Theresa Marie	Completed CON 1200	5/7/2011	5/7/2011	5/7/2011	ST	\$150.00	1-14-207300-51320			
Pecherek, Michael John	Cello Lessons / 8	3/31/2011	5/4/2011	5/7/2011	OV	\$256.00	1-11-206500-51340	MUP-2053-01	Applied Music: Cello	
Petersen, Bonnie S	Mileage - Ottawa Center	4/4/2011	4/27/2011	5/7/2011	ML	\$128.52	1-11-205715-55210			
Pietrolonardo, Anna Marie	Women's History Presentation	3/11/2011	3/11/2011	5/7/2011	ST	\$62.50	1-84-401840-51900			
Poundstone, Anna Lisa	Pay Out FY11 PTO	7/1/2010	5/7/2011	5/7/2011	PE	\$354.75	1-11-201100-51620			

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Stipends for Pay Period Ending 5/7/11

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Pratt, Sue Ellen	ALH 1280-730, -731, -732	4/12/2011	4/21/2011	5/7/2011	ST	\$862.50	1-14-207300-51320	ALH-1280-730	CPR/First Aid	
Radek, Kimberly M	Women's History Presentation	3/8/2011	3/8/2011	5/7/2011	ST	\$62.50	1-84-401840-51900			
Retoff, Dan J	Completed CON 1200	5/7/2011	5/7/2011	5/7/2011	ST	\$150.00	1-14-207300-51320			
Schallhorn, Mary R	Choir Accompanist	4/28/2011	5/2/2011	5/7/2011	ST	\$75.00	1-11-206500-51320			
Skofanc, Francie A	Coordinator - IVCC Art Show	5/7/2011	5/7/2011	5/7/2011	ST	\$1,500.00	1-11-206517-51900			
Skofanc, Francie A	10/11 Overload	8/18/2010	5/7/2011	5/7/2011	ST	\$2,560.00	1-11-206500-51340	GDT-2232-01	Illustrator II	
Smith, Mary Helen	CEX 4115 (3 sect), CEU 4116-04	4/15/2011	4/25/2011	5/7/2011	ST	\$650.00	1-42-103310-51320	CEX-4115-04	Beginning Excel 2010	
Smith, Mary Helen	Mileage - Ottawa	4/15/2011	4/25/2011	5/7/2011	ML	\$61.20	1-42-103310-55212			
Smith, Mary Theresa	HLR 2746-304	5/3/2011	5/3/2011	5/7/2011	ST	\$75.00	1-41-103941-51320	HLR-2746-304	E-z Peyote Cuff	
Smith, Sara E	CEU 1501-634	4/25/2011	4/27/2011	5/7/2011	ST	\$125.00	1-41-103941-51320	CEU-1501-634	Food Sanitation Recertification	
Thomas, Terry R	Mileage - Ottawa Center	4/1/2011	4/29/2011	5/7/2011	ML	\$390.00	1-11-206500-55210			
Treend, Gayle A	CDV 5304-04	4/30/2011	4/30/2011	5/7/2011	ST	\$480.00	1-41-103941-51320	CDV-5304-04	Basics of Selling on Ebay	
Watland, Courtney Mae	Completed CON 1200	5/7/2011	5/7/2011	5/7/2011	ST	\$150.00	1-11-204100-51320			
Weiler, John Edward	FY11 Retro Pay	7/1/2010	4/23/2011	5/7/2011	ST	\$379.34	12-74-400906-51220			
Wiggins, Dawn M	Women's History Presentation	3/30/2011	3/30/2011	5/7/2011	ST	\$62.50	1-84-401840-51900			
Wiggins, Steven Lee	Completed CON 1200	5/7/2011	5/7/2011	5/7/2011	ST	\$150.00	1-11-209100-51900			
Yancy, Veronica Renee	Pay Out FY11 PTO	7/1/2010	5/7/2011	5/7/2011	PE	\$238.04	6-44-202582-51620			
Total Stipends						\$13,717.62				

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Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Coocoran 5/3/11

Dr. Jerry Coocoran
President

*Earn Types
RE=Regular, TR=Taxable Reimbursements, ST/SG=Stipend,
ES=SURS Exempt Stipend, OV=Overload, VA=Vacation
Payout, ML= Commuting Mileage
MI=Miscellaneous, SS=Summer School

Stipends for Pay Period Ending 5/21/11

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Abbott, Mark D	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
Baiazini, Doreen J	CEX 4020-304	4/12/2011	5/10/2011	5/21/2011	ST	\$420.00	1-41-103941-51320	CEX-4020-304	Adv Micro. Word 2007 Lev 3	
Bartholomew, Jeffrey Alexander	Drum Set/Orchestra Lessons /12	4/15/2011	5/11/2011	5/21/2011	ST	\$323.40	1-11-206500-51320	MUP-2015-01	Applied Music: Drums/Orchestra	
Bias, Timothy John	Manufacturing Expo	5/21/2011	5/21/2011	5/21/2011	SG	\$750.00	6-13-201534-51900			
Black, Mary A	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
Bluemer, Ronald Glenn	Mileage/Midland & Marquette HS	3/29/2011	5/11/2011	5/21/2011	ML	\$399.33	1-11-206500-55210			
Broadstone, Derek Lee	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
Buonomo, Vince A.	Mileage-Princeton	4/27/2011	5/11/2011	5/21/2011	ML	\$102.00	1-11-206500-55210			Mileage - SPH 1001-510 PHS 04/27-5/11/11
Burtkus, Larry W	Tuba Lessons / 4	4/25/2011	5/11/2011	5/21/2011	ST	\$121.88	1-11-206500-51320	MUP-2044-01	Applied Music: Tuba	
Carey, Nolan Dewitt	Manufacturing Expo	5/21/2011	5/21/2011	5/21/2011	SG	\$300.00	6-13-201534-51900			
Coburn, Tara L	Editor - Systems Portfolio	5/21/2011	5/21/2011	5/21/2011	ST	\$1,240.00	1-81-103961-51900			
Codo, Kim G	Guitar Lessons / 88	3/16/2011	5/12/2011	5/21/2011	ST	\$2,681.36	1-11-206500-51320	MUP-2013-01	Applied Music: Guitar	
Engstrom, Norman Bruce	Voice Lessons / 68	4/8/2011	5/13/2011	5/21/2011	OV	\$2,176.00	1-11-206500-51340	MUP-2001-01	Applied Music- Vocal	
Fread, Timothy Daniel	HLR 3411-305	5/9/2011	5/19/2011	5/21/2011	ST	\$105.00	1-41-103941-51320	HLR-3411-305	The Humble Potato	
Gibson, James A	Grading Articulation Tests	5/21/2011	5/21/2011	5/21/2011	SG	\$30.00	6-13-201833-51900			
Gillo, Susan M	Flute Lessons / 64	3/12/2011	5/11/2011	5/21/2011	ST	\$1,950.08	1-11-206500-51320	MUP-2062-01	Applied Music: Flute	
Gillio, Susan M	Recruiting -IV Fine Arts Co-Op	5/21/2011	5/21/2011	5/21/2011	ST	\$300.00	5-69-206631-51900			
Hauger, Elizabeth Lynne	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
Kalis, Linda Spenny	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
Killian, Melissa J.	1 session	5/18/2011	5/18/2011	5/21/2011	OV	\$324.60	1-32-300308-51540			
Kliebar, Tracie Marie	HLR 6109-03	3/29/2011	3/29/2011	5/21/2011	ST	\$300.00	1-41-103941-51320	HLR-6109-03	Interm. Yoga for Fitness	
Koehler, Richard A	CDV 7000-02, #154	5/14/2011	5/14/2011	5/21/2011	ST	\$150.00	1-41-103943-51320	CDV-7000-02	Bureau Co. Driver Improvement	
Koehler, Richard A	CDV 6000-02, #758	5/18/2011	5/18/2011	5/21/2011	ST	\$150.00	1-41-103942-51320	CDV-6000-02	LaSalle Co Driver Improvement	
Kuester, David A	Show Choir 10/FA Production	10/26/2010	10/26/2010	5/21/2011	ST	\$300.00	5-69-206631-51900			
Leadingham, Paul	Manufacturing Expo	5/21/2011	5/21/2011	5/21/2011	SG	\$750.00	6-13-201534-51900			
Letterly, Robert D	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
Loebach, Nancy Ann	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
Lueth, Nicholas Dale	Manufacturing Expo	5/21/2011	5/21/2011	5/21/2011	SG	\$300.00	6-13-201534-51900			
Martin, Diane B	HLR 7504-603, 5429-604	3/19/2011	4/30/2011	5/21/2011	ST	\$180.00	1-41-103941-51320			
Mathews, Holly J	Proctoring Articulation Tests	5/21/2011	5/21/2011	5/21/2011	SG	\$150.00	6-13-201833-51900			
Mattson, Robert Carl	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
McCarthy, Melissa R	Mileage /Taxable	4/13/2011	5/13/2011	5/21/2011	ML	\$392.70	1-11-206500-55210			

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Stipends for Pay Period Ending 5/21/11

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
McClure, Colleen S	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
McKee, Larry E	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
Montgomery, D Gene	Clarinet Lessons / 2	5/4/2011	5/11/2011	5/21/2011	ST	\$60.94	1-11-206500-51320	MUP-2032-01	Applied Music: Clarinet	
Moskalewicz, James P	1 session	5/18/2011	5/18/2011	5/21/2011	ST	\$371.01	1-32-300308-51540			
Nadolny, Ronald Raymond	Manufacturing Expo	5/21/2011	5/21/2011	5/21/2011	SG	\$300.00	6-13-201534-51900			
Nelson, Catherine Lee	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
O'Brien, Tina Marie	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
Oldaker, Adam Gregory	Editor - Systems Portfolio	5/21/2011	5/21/2011	5/21/2011	ST	\$1,860.00	1-81-103961-51900			
Opsal, James Allen	Career Fair	5/21/2011	5/21/2011	5/21/2011	SG	\$150.00	6-13-201833-51900			
Orvis, Sylvia Marie	Potential Liab Award - March	3/1/2011	3/31/2011	5/21/2011	ST	\$80.00	12-86-400901-51900			
Panlizi, Gerald W	CDV 6000-02, #756, #757 GDL	5/7/2011	5/14/2011	5/21/2011	ST	\$337.50	1-41-103942-51320	CDV-6000-02	LaSalle Co Driver Improvement	
Pearce, Richard R	Meal Reimbursement/Taxable	5/12/2011	5/12/2011	5/21/2011	TF	\$18.26	1-81-200800-55311			
Pecherek, Michael John	Cello Lessons / 8	4/29/2011	5/19/2011	5/21/2011	OV	\$256.00	1-11-206500-51340	MUP-2053-01	Applied Music: Cello	
Perez, Dorene Marie	Grading Articulation Tests	5/21/2011	5/21/2011	5/21/2011	SG	\$95.00	6-13-201833-51900			
Pratt, Sue Ellen	ALH 1280-733	4/27/2011	4/27/2011	5/21/2011	ST	\$287.50	1-14-207300-51320	ALH-1280-733	CPR/First Aid	
Pratt, Sue Ellen	ALH 1280-734, -735, -736, -737	5/3/2011	5/12/2011	5/21/2011	ST	\$1,150.00	1-14-207300-51320	ALH-1280-734	CPR/First Aid	
Prine, Renee Marie	1 session	5/18/2011	5/18/2011	5/21/2011	OV	\$337.58	1-32-300308-51540			
Ray, Darlene A	HLR 5211-634	4/30/2011	4/30/2011	5/21/2011	ST	\$60.00	1-41-103941-51320	HLR-5211-634	Going Green in Your Garden	
Retoff, Dan J	HLR 6101-303	3/30/2011	5/4/2011	5/21/2011	ST	\$225.00	1-41-103941-51320	HLR-6101-303	Beginning Yoga - Level I	
Rizzi, Kathleen Ann	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
Schallhorn, Mary R	Piano Lessons / 88	4/14/2011	5/11/2011	5/21/2011	ST	\$2,578.40	1-11-206500-51320	MUP-2005-01	Applied Music: Piano	
Schomas, Jane Elizabeth	HLR 5102-403, 5103-403	3/31/2011	5/12/2011	5/21/2011	ST	\$840.00	1-41-103941-51320	HLR-5102-403	Beginning Swing Dance	
Schuster, Janice B	CEU 1501-305	5/16/2011	5/19/2011	5/21/2011	ST	\$250.00	1-41-103941-51320	CEU-1501-305	Food Sanitation Recert	
Schuster, Janice B	FSS 1200-300	4/18/2011	5/5/2011	5/21/2011	ST	\$780.00	1-48-103420-51320	FSS-1200-300	Appl. Food Service Sanitation	
Serafini, Richard Joseph	Grading Articulation Tests	5/21/2011	5/21/2011	5/21/2011	SG	\$90.00	6-13-201833-51900			
Smith, Mary Helen	Creating Articulation Tests	5/21/2011	5/21/2011	5/21/2011	SG	\$650.00	6-13-201833-51900			
Smith, Mary Theresa	HLR 2554-604	4/28/2011	4/28/2011	5/21/2011	ST	\$75.00	1-41-103941-51320	HLR-2554-604	Awesome Austrians	
Swett, Steven A	ALH 1280-738	5/15/2011	5/15/2011	5/21/2011	ST	\$325.00	1-14-207300-51320	ALH-1280-738	CPR/First Aid	
Urban-Bollis, Jill L	Meal Reimbursement/Taxable	4/27/2011	4/27/2011	5/21/2011	TF	\$10.33	1-11-209100-55212			
Vahle, Larry E	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
Villarreal, Joseph	CEU 5309-03	3/22/2011	5/10/2011	5/21/2011	ST	\$2,600.00	1-42-103310-51320	CEU-5309-03	Mig Welding	
Villarreal, Joseph	Manufacturing Expo	5/21/2011	5/21/2011	5/21/2011	SG	\$750.00	6-13-201534-51900			

Stipends for Pay Period Ending 5/21/11

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Wheeler, Carol Jean	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
Zabron, Wayne Edward	Developmental Math Meeting	5/17/2011	5/17/2011	5/21/2011	ST	\$40.43	1-15-209100-51900			
Zellmer, Donald G.	Show Choir 10/FA Production	10/26/2010	10/26/2010	5/21/2011	ST	5300.00	5-69-206631-51900			
Total Stipends						\$29,380.75				

Cheryl Roelfsema
 Cheryl Roelfsema
 Vice President of Business Services and Finance

*Earn Types
 RE=Regular, TR=Taxable Reimbursements, ST/SQ=Stipend,
 ES-SURS Exempt Stipend, OV=Overtime, VA=Vacation Payout,
 ML= Commuting Mileage
 MI=Miscellaneous, SS=Summer School

Jerry Conover 5/31/11
 Dr. Jerry Conover
 President

Bid Results – Multi-Purpose Paper

Bids were received and publicly opened on June 2, 2011 for multi-purpose paper. This paper is for campus-wide use in copy machines, fax machines, and printers. The paper was required to be certified by either the Forest Stewardship Council or the Rainforest Alliance. The following is a summary of bids received.

Bidder	880 Cartons 20lb 8-1/2"x 11" WHITE	65 Cartons 20 lb. 8-1/2" x 11" VARIOUS COLORS	32 Cartons 90 lb. 8-1/2" x 11" INDEX VARIOUS COLORS	TOTAL
(Alt. Bid) Xerox Corp. Lewisville, TX	\$ 38,060.00	\$ 2,716.35	\$ 1,310.40	\$ 42,086.75
Xerox Corp. Lewisville, TX	\$ 26,391.20	\$ 2,716.35	\$ 1,310.40	\$ 30,417.95
Unisource Worldwide, Inc. Addison, IL	\$ 23,276.00	\$ 2,200.25	\$ 1,104.00	\$ 26,580.25
(Option B) Midland Paper Wheeling, IL	\$ 23,320.00	\$ 2,164.50	\$ 1,091.84	\$ 26,576.34
(Option A) 1/30 Midland Paper Wheeling, IL	\$ 23,217.48	\$ 2,155.72	\$ 1,086.63	\$ 26,459.83
Chemstat Westbury, NY	No Bid			
Contract Paper Group Green, OH	No Bid			
Office Depot Boca Raton, FL	No Bid			
Office Max Itasca, IL	No Bid			

Recommendation:

The administration recommends the Board accept the bid of \$26,459.83 from Midland Paper for multi-purpose paper.

Bid Results – Two (2) - 15 Passenger Shuttle Buses

Bids were received and publicly opened on June 2, 2011 for the leasing of two (2) 15-passenger shuttle buses for the period of 36 months. The specifications pertaining to the proposed buses are attached. These vehicles will replace the existing shuttle buses when the leases expire in August 2011. A summary of the bids received is attached.

Recommendation:

The administration recommends Board approval to accept the bid from Midwest Transit to lease two (2) 2011 Ford E350 Elkhart Coach buses for 36 months, at an annual lease payment of \$8,236 each.

Bid Summary - 15 Passenger Shuttle Buses- Bid #PR11-B04

Vendor	Year / Make / Model	Annual Lease Payment Per Bus	Comments
Illinois Bus Sales Des Plaines, IL	2010 Chevy 3500 / with 2011 Turtletop Terra Transport XL	\$ 16,642.01	Miles in excess of 20,000 billed at 45 cents per mile.
National Bus Sales & Leasing, Inc. Marietta, GA	2011 Goshen Coach Pacer II	\$ 14,205.84	
Acme Auto Leasing North Haven, CT	2011 Ford E350 / Super Duty Cutaway Starcraft	\$ 13,140.00	
Currie Motors Frankfort Frankfort, IL	2011 Ford E350 / Cutaway Elkhart Coach	\$ 10,680.00	
Southern Bus & Mobility, Inc. Breese, IL	2011 Ford E350 / Diamond 2200 VIP	\$ 10,050.08	Miles in excess of 20,000 billed at 30 cents per mile.
Midwest Transit Equipment, Inc. Kankakee, IL	2011 Ford E350 / Starcraft Starquest	\$ 8,437.00	Miles in excess of 20,000 billed at 37 cents per mile.
Midwest Transit Equipment, Inc. Kankakee, IL	2011 Ford E350 / Elkhart Coach	\$ 8,236.00	Miles in excess of 20,000 billed at 37 cents per mile.

15 PASSENGER WITH REAR LUGGAGE SHUTTLE BUS

CHASSIS SPECIFICATIONS

- FORD E350 SUPER DUTY CHASSIS
- 5.4L V-8 GASOLINE ENGINE
- 5 SPEED AUTOMATIC OVER DRIVE TRANSMISSION
- 15,500# GVWR
- 7,800# REAR AXLE, 4.10 RATIO
- 4,600# FRONT AXLE
- FRONT STABILIZER BAR
- 158" WHEELBASE
- 6-LT225/75R16E RADIAL TIRES
- POWER DISC BRAKES, ANTILOCK
- POWER STEERING W/TILT FEATURE
- CRUISE CONTROL
- 130 AMP ALTERNATOR
- DUAL BATTERIES
- 37 GALLON FUEL TANK
- HD COOLING PACKAGE
- TINTED GLASS
- INTERIOR HOOD RELEASE
- INTERMITTENT WIPERS
- FRONT AIR BAGS
- GAUGES: FUEL, TEMP, OIL PRESSURE, VOLTMETER
- CHROME FRONT BUMPER AND GRILLE ACCENT

BODY SPECIFICATIONS

CLIMATE CONTROL

- 45,000 BTU REAR AIR CONDITIONING SYSTEM WITH REAR HEAT COIL

DOORS AND WINDOWS

- DARK TINT FRAMELESS FLAT GLASS WINDOWS
- EMERGENCY WINDOWS SIDE AND REAR
- FULL VIEW ELECTRIC ENTRANCE DOOR W/FULL TEMPERED GLASS

ELECTRICAL EXTERIOR

- ICC LIGHTING MARKER LIGHTS
- LED STOP, TAIL, TURN AND MARKER LIGHTS
- LICENSE PLATE LIGHT
- LIGHTS MEET FEDERAL AND STATE REQUIREMENTS
- REVERSE ALARM

ELECTRICAL INTERIOR

- BODY ELECTRICAL PANEL MOUNTED INSIDE
- PASSENGER COMPARTMENT COURTESY LIGHTS
- ENTRANCE STEP WELL LIGHTS
- DRIVER COURTESY LIGHT
- COLOR CODED WIRING HARNESS

FEATURES EXTERIOR

- STEEL REAR BUMPER W/FRP EUROSTYLE COVER
- WELDED STEEL CAGE CONSTRUCTION
- FIBERGLASS FUEL SURROUND
- FIBERGLASS RUNNING BOARDS
- UNDERCOATING
- VELVAC BREAKAWAY MIRRORS WITH CONVEX

FEATURES INTERIOR

- SAFETY STANCHIONS
- LEFT & RIGHT SIDE ENTRANCE HAND RAILS
- DRIVERS CONTROL CONSOLE WITHIN REACH OF DRIVER
- STANCHION/MODESTY PANEL AT ENTRANCE DOOR
- GRAY GALANA CLOTH INTERIOR

FLOORING

- BLACK RUBBER WITH RIBBED STEPS AND AISLE AND SMOOTH UNDER SEATS
- WHITE SAFETY STEP NOSING
- 5 PLY 5/8" EXTERIOR GRADE PLYWOOD SUB FLOOR

PAINT AND LETTERING

- BRIGHT WHITE BODY AND CAB
- WHITE POWDER COATED WHEELS
- EXTERIOR GRAPHICS (CHOICE OF COLORS)
- LETTERING PER CUSTOMER SPECIFICATIONS

SEATS:

- TRACK SEATING
- HIGH BACK RECLINING DRIVER SEAT W/ARM REST
- MID BACK BUCKET PASSENGER SEATS
- LEVEL I VINYL SEAT FABRIC (CHOICE OF COLORS)
- NON-RETRACTABLE SEAT BELTS (13)

LUGGAGE

- SEPARATE REAR LUGGAGE COMPARTMENT WITH WALL
- LUGGAGE COMPARTMENT LIGHT
- SINGLE HD REAR LUGGAGE DOOR
- ROOF HATCH

MISCELLANEOUS

- SAFETY EQUIPMENT: FIRE EXTINGUISHER, FIRST AID KIT, REFLECTOR TRIANGLES
- SAFETY INSPECTION (ILLINOIS ONLY)
- AM/FM/CD RADIO WITH 4 SPEAKERS

Bid Results – Exmark Lazer Z Mower

Bids were received and publicly opened on June 2, 2011 for an Exmark Lazer Z Mower including a trade-in of one (1) 2009 Exmark Mower currently owned by the College. A summary of the bids received is attached.

Recommendation:

The administration recommends the Board accept the bid from Smith Sales and Service as the lowest, most responsible bid for an Exmark Lazer Z Mower in the amount of \$4,200.

Summary - Exmark Mower - Bid #PR11-B06

Bidder	Exmark Mower Lazer Z Model LZX38KC60655	Light Kit (Installed)	Total Price (Before Trade In)	Trade In	Total Net Cost to College (Total Less Trade In)
Martin Brothers Roanoke, IL	\$ 10,159.00	\$ 331.00	\$ 10,490.00	\$ 5,900.00	\$ 4,590.00
Smith Sales & Service Peru, IL	\$ 10,159.00	\$ 200.00	\$ 10,359.00	\$ 6,159.00	\$ 4,200.00
Arlington Power Equipment Palatine, IL	Bid Received After Due Date				
The Turf Team Morris, IL	No Bid				

Proposal Results – McQuay Screw Chiller Maintenance

Bids for the annual maintenance of six (6) McQuay Screw Chillers were received and publicly opened on June 2, 2011. McQuay Factory Service, Wood Dale, Illinois, submitted the only proposal. Attached is McQuay's proposal, which includes payment terms and a schedule of work that will be performed.

Recommendation:

The administration recommends the Board accept the proposal from McQuay Factory Service of \$49,900 for the first year; \$51,397 for the second year; and \$53,967 for the third year, pursuant to the terms of the Assured Maintenance Agreement for six (6) McQuay Screw Chillers.

Assured Maintenance Agreement



Customer Name: **Illinois Valley Community College**
(Hereinafter referred to as "Customer")

Proposal # :

Address: **815 North Orlando Smith Avenue**

Agreement # :

City: **Oglesby**

State: **IL**

Zip Code: **61348**

Locations(s): **Same as listed above**

Scope of Service

In consideration of their mutual agreement, McQuay Factory Service, a division of McQuay International (hereinafter also referred to as "McQuay Factory Service") and Customer agree that the following services and type of coverage for the above location(s) for the equipment listed on the attached Equipment Schedule (hereinafter referred to as "Equipment") will be provided in accordance with the Terms and Conditions, Assured Maintenance Agreement Equipment Schedule and Assured Maintenance Agreement Plans and Service Programs included herein.

I. Type of Plan

First Year Maintenance

Labor Maintenance

Inspection

Comprehensive Maintenance

II. Systems Covered - Services Provided

<input checked="" type="checkbox"/> Air Conditioning	Electrical Equipment	Water Treatment
Heating	Facility Operations	Air Filters
Refrigeration	Condenser Coil Cleaning	Belts
Pneumatic / Electronic Controls	Head Removal/Replacement	Other
Building Automation	<input checked="" type="checkbox"/> Predictive Maintenance	Other

Emergency Service Response

This Agreement includes emergency service response as checked below:

24 hours per day, 7 days per week including holidays.

24 hours per day, 5 days per week (Monday - Friday).

During normal working hours on McQuay Factory Service scheduled business days.

Not included in this Agreement but available on a time and material basis.

Important: Additional terms and conditions are continued on the following pages

Assured Maintenance Agreement

Comprehensive Maintenance Plan

Inspections

During normal working hours McQuay Factory Service shall provide four (4) inspections per year, unless otherwise noted, for the Equipment.

1. McQuay Factory Service agrees to:

- a) Furnish labor, parts, oil, and material needed to maintain the Equipment in good operating condition, performed during normal working hours, unless otherwise specified on page 1 herein, in accordance with the Assured Maintenance Agreement Service Program(s) at the price stated herein and subject to the terms and conditions set forth herein.
- b) Annually brush clean the waterside of water-cooled condensers and airside of air-cooled condensers with procedures determined by McQuay Factory Service.
- c) Maintain the following items related to the Equipment:
 - i) Electric wiring from the starter to its respective motor.
 - ii) The pressure and temperature controls, thermometers, gauges, control devices, thermostats and manual valves located on the Equipment.
 - iii) Starters.
- d) Provide a written report to the Customer about the condition of the Equipment and any recommendations for enhancements to maintain capacity, reliability, and efficiency.

2. Customer agrees to:

- a) Designate a representative in its employ to receive instructions in the operation of the Equipment. Such representative shall have authority to carry out recommendations received from McQuay Factory Service in conjunction with the performance of this Agreement.
- b) Allow McQuay Factory Service to start and stop the Equipment in order to perform services specified in this Agreement.
- c) Operate the Equipment in accordance with McQuay Factory Service instruction, and to notify McQuay Factory Service promptly of any change in the usual operating conditions.
- d) Provide reasonable means of access to the Equipment, including any required removal, replacement and refinishing of the building structure.
- e) Permit the use by McQuay Factory Service of the usual building maintenance materials and tools.
- f) Employ only McQuay Factory Service personnel or persons authorized by McQuay Factory Service to perform all work on the Equipment, except for operation of same.
- g) Provide proper condenser water treatment.

3. It is understood that, except to the extent otherwise provided in the Assured Maintenance Agreement Equipment Schedule, the services and maintenance provided for herein includes only those items listed above. It does not, for example, include any of the following:

- a) Normal daily and weekend functions of stopping/starting the Equipment covered hereunder.
- b) The maintenance of space conditions or system performance unless improper conditions are directly due to the failure of the mechanical Equipment covered hereunder.
- c) The changing or cleaning of air filters.
- d) Piping.
- e) Ductwork.
- f) Damage due to freezing weather.
- g) Water treatment.
- h) Corrosion or erosion damage to water and/or airside of Equipment (for example, but not limited to the following: tube bundles, heat exchangers, structural supports, and coils.)

- i) Disconnect switches, fuses and circuit breakers.
- j) Portable recorders
- k) Complementary equipment (for example, but not limited to the following: cabinets, fixtures, water boxes, water supply lines and drain lines).
- l) Boiler shell, tubes, and refractory material.
- m) Complete replacement of unit.
- n) Any items of equipment that are recommended or required by Insurance Companies, Government, State, Municipal or other authorities.

Exceptions and additions:

- ***This agreement does NOT include power washing of the chiller condensing coils. Should this procedure be required, McQuay Factory Service will provide a separate proposal for this service.***

Assured Maintenance Agreement

Equipment Schedule

Equipment Description	Size / Capacity	Qty	Manufacturer	Model/Serial No.	Service Program	Frequency
Air Cooled Screw Chiller Building A	155 Tons	1	McQuay	ALS155A	16, 20	4
				56K8120801		
Air Cooled Screw Chiller Building B	155 Tons	1	McQuay	ALS155A	16, 20	4
				56K8150901		
Air Cooled Screw Chiller Building D	155 Tons	1	McQuay	ALS155A	16, 20	4
				56K8151401		
Air Cooled Screw Chiller Building C	195 Tons	1	McQuay	ALS195A	16, 20	4
				56K815201		
Air Cooled Screw Chiller Building C	190 Tons	1	McQuay	ALS190C	16, 20	4
				STNUO21200078		
Air Cooled Screw Chiller Building E	140 Tons	1	McQuay	ALS140A	16, 20	4
				56K8151501		
End of List						

Assured Maintenance Agreement

Special Conditions:

Duration

This Agreement shall remain in effect for an initial term of three (3) years beginning July 1, 2011, (the "Effective Date") and with the optional to be renewed in one (1) year increments unless terminated 30 days prior to the anniversary date of the Effective Date or any extended term, either party gives the other written notice of its intention to terminate this Agreement. **As in accordance with IVCC bid document #PR11-P06.**

Price and Payment Terms

1. Pursuant to the terms of this Assured Maintenance Agreement, McQuay Factory Service will perform the services at the prices listed below:

Year 1 Price – \$49,900.00

Year 2 Price – \$51,397.00

Year 3 Price – \$53,967.00

2. Billings will be provided annually in advance beginning on the Effective Date of this Agreement and payment will be due upon receipt.
 3. Customer shall pay for all costs, including all taxes, fees and governmental assessments, for refrigerant used in connection with this Agreement.
 4. Reserved.
 5. Reserved.
 6. Reserved.
-

NOTE 1: This Agreement is subject to final approval by McQuay Factory Service. The signature of a McQuay Factory Service representative on this Agreement shall indicate such approval after Customer has executed the Agreement.

Assured Maintenance Agreement

Predictive Maintenance

Service Program 16

McQuay Factory Service will perform the following procedures:

Spectrochemical Oil Analysis

Parameters tested	Results
Metals	Diagnosis
Moisture	Trends
Acid Number	Recommendations

1 Oil analysis(es) will be performed annually

Refrigerant Analysis

Parameters tested	Results
High boiling residue	Diagnosis
Acid number	Trends
Moisture content	Recommendations

1 Refrigerant analysis(es) will be performed annually

Eddy Current Tube Analysis

Parameters tested	Results
Corrosion	Verbal report
Support wear	Written report
Freeze bulges	Charts/Diagrams
Split fins	Recommendations
Leakers	
Pitting	

0 Eddy current analysis(es) will be performed annually. (Or is available on a quoted basis.)

Vibration Analysis

Parameters tested	Results
Measure horizontal deflections	Report
Measure vertical deflections	Trends
Measure axial deflections	Recommendations
Establish baseline	

1 Vibration analysis(es) will be performed annually

Lithium Bromide Analysis

Parameters tested	Results
Metals	Diagnosis
Lithium Bromide %	Trends
Lithium Hydroxide	Recommendations
Inhibitor	Chemical additions
Ammonia %	
Alcohol additive	
Foaming test	
Foreign contamination	

0 Lithium Bromide analysis(es) will be performed annually

Refrigerant Water Analysis

Parameters tested	Results
Lithium bromide content	Diagnosis
Alkalinity	Trends
Inhibitor by-product	Recommendations
N factor	

0 Refrigerant water analysis(es) will be performed annually

Condenser Water Analysis

Parameters tested	Results
Color	Diagnosis
Microbial/Bacterial content	Trends
Dissolved solids	Recommendations
Suspended solids	
Reserve alkalinity	
Acid number	

0 Condenser water analysis(es) will be performed annually

Chilled Water Analysis

Parameters tested	Results
Color	Diagnosis
Glycol content	Trends
Freezing point	Recommendations
Suspended solids	
Reserve alkalinity	
Acid number	

0 Chilled water analysis(es) will be performed annually

Flue Gas Analysis

Parameters tested	Results
CO ₂ content	Diagnosis
O ₂ content	Trends
Stack temperature	Recommendations

0 Flue gas analysis(es) will be performed annually

Exceptions and additions: Additional testing can be arranged on a separate proposal.

Assured Maintenance Agreement

Screw Chiller

Service Program 20

McQuay Factory Service will perform the following procedures:

Annual Inspection

1. Inspect for refrigerant and oil leaks.
2. Inspect vibration eliminators and water piping for leaks.
3. Check freeze protection, evaporator and piping heaters, glycol content.
4. Check and blow down water piping strainers.
5. Check refrigerant in sightglass.
6. Check compressor oil presence in sightglass, if applicable.
7. Inspect and tighten electrical connections.
8. Check relays and operating/safety controls.
9. Check crankcase heater operation.
10. Meg hermetic motor.
11. Check operation of electronic expansion valve.
12. Perform MicroTech check, log, last fault analysis, analyze performance.
13. Check condenser coils, clean debris from around condenser, Model ALS air-cooled units.
14. Check condenser fan operation, Model ALS air cooled units.
15. Check condenser water flow, Model PFS water-cooled units.

Operating Inspection

1. Inspect for refrigerant and oil leaks.
2. Inspect vibration eliminators and inspect water piping for leaks.
3. Check and blow down water piping strainers.
4. Check refrigerant in sightglass.
5. Check compressor oil presence in sightglass, if applicable.
6. Inspect and tighten electrical connections.
7. Check relays and operating/safety controls.
8. Check crankcase heater operation.
9. Perform MicroTech check, log, last fault analysis, analyze performance.
10. Check condenser coils, clean debris from around condenser, Model ALS air-cooled units.
11. Check condenser water flow, Model PFS water-cooled units.
12. Take and record water side pressure drops across vessels.

Consortia Purchases

The College has joined several purchasing consortia with the State of Illinois, the Illinois Community College System, and other higher education institutions. Membership in these consortia allows IVCC to purchase items that have already been through a bidding process by the consortia.

Recommendation:

The administration recommends Board approval to purchase the following through buying consortiums:

- **Janitorial supplies from Interline Brands, Inc., d/b/a AmSan, Peoria, Illinois, at an estimated annual cost of \$40,000 through the Illinois Public Higher Education Cooperative (IPHEC).**
- **Elevator maintenance services from ThyssenKrupp Elevator Corporation, Peoria, Illinois, through Horizon Resource Group at an annual cost of \$17,443.56.**

Purchase Request – Lab-Volt Wind Farm Simulation Software Site License

The administration requests authorization to purchase a Lab-Volt Wind Farm Simulation Software Site License. The software will be used by both the Basic and Advanced Renewable Wind Energy Technician certificate programs.

Attached is a quotation in the amount of \$25,000 and documentation from Lab-Volt Systems, Inc. stating Lab-Volt products are only available from Advanced Technologies Consultants, the authorized representative for the State of Illinois.

This purchase will be paid for with Carl Perkins Grant funding.

Recommendation:

The administration recommends Board approval to purchase a Lab-Volt Wind Farm Simulation Software Site License from Advanced Technologies Consultants in the amount of \$25,000.

Lab Volt Systems

Thank you for your interest in Lab-Volt products. For your information and records, please be advised that all Lab-Volt and Graymark products are manufactured by Lab-Volt Systems, Inc., and their subsidiary, Graymark International, and are available only through authorized Lab-Volt dealers and sales representatives.

Your authorized representative for Lab-Volt and Graymark products in the states of Indiana and Illinois is:

**Advanced Technologies Consultants
110 West Main Street
Northville, MI 48167
(800) 348-8447**

Please feel free to contact Advanced Technologies Consultants if you have any questions or require further information.

Sincerely yours,



Daniel Rodriguez
Sr. Vice President, Marketing

cc: Advanced Technologies Consultants

LAB-VOLT SYSTEMS, INC., P.O. BOX 686, FARMINGDALE, NJ 07727, USA
TEL: (732) 938-2000-USA & CANADA (800) LAB-VOLT-FAX: (732) 774-8573

Advanced Technologies Consultants

110 W. Main St., P.O. Box 905
Northville, MI 48167

**Price Quotation
5/25/2011
Lab Volt WFS**

Home Office Phone: (800) 348-8447
Home Office Fax: (248) 348-3040

PREPARED FOR:
IL Valley CC
James Gibson
815-224-0455
815 N. Orlando Smith Ave Oglesby, IL 61348

Consultant	Terms	Delivery	FOB Point
	Net 30 Days	30 Days	QU, CA

Mike Bennett 765-545-0395

Item#	Qty	Description	Part#	Unit Cost	Extended
1	1	Wind Farm Simulation Software Site License	46128	25,000.00	25,000.00
Sub-Total					\$25,000.00
Shipping & Handling					INCLD

Technology Purchase - PC Upgrades of Instructional Computers

In an effort to keep pace with a 4-year replacement cycle of instructional computers, the Information and Technology Services department plans to replace computers in rooms A208 and A212.

This expense will be charged to the FY12 Student Technology Fee account.

Note: Computers are exempt from the standard purchasing procedures.

Recommendation:

The administration recommends Board approval to purchase 75 computers from Dell in the amount of \$52,500.

Purchase Request – Classroom Stools

The administration requests authorization to purchase 117 classroom stools for the Physical Sciences lab through the U. S. Communities Purchasing Alliance at a cost of \$15,200.64. By taking advantage of this buying alliance, the College will receive a significant discount off the list price.

Recommendation:

The administration recommends Board approval to purchase 117 classroom stools through the U. S. Communities Purchasing Alliance for a total of \$15,200.64.

Prevailing Wage Resolution

As required by the Prevailing Wage Act, 820 ILCS 130/0.01, *et seq.* (the “Act”), the College is required to annually adopt a Prevailing Wage Resolution. The Act requires that prevailing wages be paid to all laborers, workers, and mechanics employed by or on behalf of the College on a public works project.

Recommendation:

The administration recommends the Board adopt the following Prevailing Wage Resolution for fiscal year 2012, as presented.

La Salle County Prevailing Wage for June 2011

Trade Name	RG	TYP	C	Base	FRMAN	*M-F>8	OSA	OSH	H/W	Pensn	Vac	Trng
=====	==	==	=	=====	=====	=====	==	==	=====	=====	=====	=====
ASBESTOS ABT-GEN		ALL		29.150	30.150	1.5	1.5	2.0	7.590	6.660	0.000	0.800
ASBESTOS ABT-MEC		BLD		32.290	0.000	1.5	1.5	2.0	10.82	10.66	0.000	0.620
BOILERMAKER		BLD		34.170	37.170	2.0	2.0	2.0	6.820	8.550	0.000	0.350
BRICK MASON		BLD		34.600	35.600	1.5	1.5	2.0	7.970	7.400	0.000	0.520
CARPENTER		BLD		30.000	31.500	1.5	1.5	2.0	7.860	11.53	0.000	0.570
CARPENTER		HWY		29.730	31.480	1.5	1.5	2.0	7.600	10.94	0.000	0.500
CEMENT MASON		ALL		34.500	35.500	2.0	2.0	2.0	6.900	9.390	0.000	0.250
CERAMIC TILE FNSHER		BLD		30.530	0.000	1.5	1.5	2.0	6.900	4.840	0.000	0.470
COMMUNICATION TECH		BLD		31.200	32.700	1.5	1.5	2.0	9.670	9.640	0.000	0.310
ELECTRIC PWR EQMT OP		ALL		35.440	0.000	1.5	1.5	2.0	5.000	10.98	0.000	0.270
ELECTRIC PWR GRNDMAN		ALL		24.320	0.000	1.5	1.5	2.0	5.000	7.540	0.000	0.180
ELECTRIC PWR LINEMAN		ALL		39.370	41.910	1.5	1.5	2.0	5.000	12.20	0.000	0.300
ELECTRIC PWR TRK DRV		ALL		25.510	0.000	1.5	1.5	2.0	5.000	7.920	0.000	0.190
ELECTRICIAN	N	BLD		39.100	42.620	1.5	1.5	2.0	11.77	14.21	0.000	0.400
ELECTRICIAN	S	BLD		36.340	38.340	1.5	1.5	2.0	5.350	7.110	0.000	0.550
ELEVATOR CONSTRUCTOR		BLD		39.100	43.990	2.0	2.0	2.0	10.53	10.71	2.350	0.000
GLAZIER		BLD		29.520	31.520	1.5	1.5	2.0	8.950	7.700	0.000	1.250
HT/FROST INSULATOR		BLD		43.050	45.550	1.5	1.5	2.0	10.82	11.86	0.000	0.620
IRON WORKER		ALL		36.000	37.000	2.0	2.0	2.0	8.140	17.95	0.000	0.600
LABORER		ALL		28.150	29.150	1.5	1.5	2.0	7.590	6.660	0.000	0.800
LABORER, SKILLED		ALL		28.550	29.550	1.5	1.5	2.0	7.590	6.660	0.000	0.800
LATHER		BLD		30.000	31.500	1.5	1.5	2.0	7.860	11.53	0.000	0.570
MACHINIST		BLD		43.160	45.160	1.5	1.5	2.0	7.640	8.700	0.000	0.000
MARBLE FINISHERS		BLD		30.530	0.000	1.5	1.5	2.0	6.900	4.840	0.000	0.470
MARBLE MASON		BLD		33.380	33.630	1.5	1.5	2.0	6.900	6.980	0.000	0.500
MILLWRIGHT		HWY		17.100	18.350	1.5	1.5	2.0	1.450	1.500	0.000	0.000
MILLWRIGHT	E	BLD		34.400	37.840	1.5	1.5	2.0	7.100	11.94	0.000	0.500
MILLWRIGHT	W	BLD		34.400	37.840	1.5	1.5	2.0	7.100	11.94	0.000	0.500
OPERATING ENGINEER		BLD	1	43.300	47.300	2.0	2.0	2.0	11.70	8.050	1.900	1.150
OPERATING ENGINEER		BLD	2	42.000	47.300	2.0	2.0	2.0	11.70	8.050	1.900	1.150
OPERATING ENGINEER		BLD	3	39.450	47.300	2.0	2.0	2.0	11.70	8.050	1.900	1.150
OPERATING ENGINEER		BLD	4	37.700	47.300	2.0	2.0	2.0	11.70	8.050	1.900	1.150
OPERATING ENGINEER		BLD	5	46.300	47.300	2.0	2.0	2.0	11.70	8.050	1.900	1.150
OPERATING ENGINEER		BLD	6	46.300	47.300	2.0	2.0	2.0	11.70	8.050	1.900	1.150
OPERATING ENGINEER		BLD	7	44.300	47.300	2.0	2.0	2.0	11.70	8.050	1.900	1.150
OPERATING ENGINEER		HWY	1	43.300	47.300	1.5	1.5	2.0	11.70	8.050	1.900	1.150
OPERATING ENGINEER		HWY	2	42.750	47.300	1.5	1.5	2.0	11.70	8.050	1.900	1.150
OPERATING ENGINEER		HWY	3	40.700	47.300	1.5	1.5	2.0	11.70	8.050	1.900	1.150
OPERATING ENGINEER		HWY	4	39.300	47.300	1.5	1.5	2.0	11.70	8.050	1.900	1.150
OPERATING ENGINEER		HWY	5	38.100	47.300	1.5	1.5	2.0	11.70	8.050	1.900	1.150
OPERATING ENGINEER		HWY	6	46.300	47.300	1.5	1.5	2.0	11.70	8.050	1.900	1.150
OPERATING ENGINEER		HWY	7	44.300	47.300	1.5	1.5	2.0	11.70	8.050	1.900	1.150
PAINTER		ALL		32.200	34.200	1.5	1.5	1.5	8.950	8.200	0.000	1.250
PAINTER SIGNS		BLD		32.770	36.800	1.5	1.5	1.5	2.600	2.620	0.000	0.000
PILEDRIVER		BLD		30.250	31.750	1.5	1.5	2.0	7.860	11.53	0.000	0.570
PILEDRIVER		HWY		29.730	31.480	1.5	1.5	2.0	7.600	10.94	0.000	0.500
PIPEFITTER		BLD		44.050	47.050	1.5	1.5	2.0	8.460	13.85	0.000	1.820
PLASTERER	N	BLD		34.500	35.500	2.0	2.0	2.0	6.900	9.390	0.000	0.250
PLASTERER	S	BLD		39.250	41.610	1.5	1.5	2.0	10.60	10.69	0.000	0.550
PLUMBER		BLD		44.000	46.000	1.5	1.5	2.0	10.65	11.00	0.000	1.310
ROOFER		BLD		29.560	31.560	1.5	1.5	2.0	7.750	6.570	0.000	0.430
SHEETMETAL WORKER		BLD		35.140	36.790	1.5	1.5	2.0	7.320	11.23	0.000	0.500

RESOLUTION

Whereas, the State of Illinois has enacted "An Act regulating wages of laborers, mechanics, and other workers employed in any public works by the state, county, city, or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, as amended, being Chapter 820 ILCS 130/0.01, *et seq.* (the "Act"), Illinois Compiled Statutes; and

Whereas, the aforesaid Act requires that Illinois Valley Community College, District No. 513, of La Salle County investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics, and other workers in the locality of La Salle County employed in performing construction of public works, for said Community College District No. 513.

Now, therefore, be it ordained by the Board of Trustees of Illinois Valley Community College District No. 513, as follows:

SECTION 1

To the extent and as required by "An Act regulating wages of laborers, mechanics, and other workers employed in any public works by state, county, city or any public body or any political subdivision, or by anyone under contract for public works" approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics, and other workers engaged in construction of public works coming under the jurisdiction of Illinois Valley Community College, District No. 513, is hereby ascertained to be the same as the prevailing rate of wages for construction work in the La Salle County area as determined by the Department of Labor of the State of Illinois as of June, 2011, a copy of that determination being attached hereto and incorporated herein by reference. The definition of any terms appearing in this resolution, which are also used in aforesaid Act, shall be the same as in said Act.

SECTION 2

Nothing herein shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works of Illinois Valley Community College, District No. 513, to the extent required by the aforesaid Act.

SECTION 3

The Business Office of Community College District No. 513, shall publicly post or keep available for inspection by any interested party in the main office of Illinois Valley Community College, District No. 513, this determination of such prevailing rate of wage.

SECTION 4

The Business Office of Community College, District No. 513, shall mail a copy of this determination to any employer, and to any association of employers, and to any person or association of employees, who have filed, or file their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5

The Business Office of Illinois Valley Community College, District No. 513, shall promptly file a certified copy of this Ordinance with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION 6

The Business Office of Illinois Valley Community College, District No. 513, shall cause a notice to be published in a newspaper of general circulation within the area that the determination of prevailing wages has been made. Said notice shall conform substantially to the notice attached hereto. Such publication shall constitute notice that this is the determination of Illinois Valley Community College and is effective.

PASSED this 21st day of June, 2011

APPROVED:

Chairperson, Board of Trustees
District No. 513

ATTEST:

Secretary, Board of Trustees
District No. 513

CERTIFICATION

I, Dr. Jerry Corcoran, do hereby certify that I am the President of Illinois Valley Community College; that the attached is a true and correct copy of the Prevailing Wage Rates Resolution as adopted by the Board of Trustees of Illinois Valley Community College at their regular meeting held on June 21, 2011.

Dated this 21st day of June, 2011

By: _____
President

Faculty Appointment – Christine M. Foster, Nursing Instructor

A selection committee has selected Christine M. Foster as Nursing Instructor to fill the vacancy created by the promotion of Dr. Kathryn Kott to Director of Nursing. Information on this applicant is attached.

Recommendation:

Approve the appointment of Christine M. Foster as Nursing Instructor assigned to the Division of Health Professions, with placement on the salary schedule at Step D-5 - \$45,743 per the 2010-2011 contract agreement.

RECOMMENDED FOR FACULTY APPOINTMENT
2011-2012

GENERAL INFORMATION:

POSITION TO BE FILLED: Nursing Instructor (Tenure Track)

NUMBER OF APPLICANTS: 7

NUMBER OF APPLICANTS INTERVIEWED: 4

APPLICANTS INTERVIEWED BY:

Ms. Bazydlo, Ms. Francisco, Mr. Gorman, Ms. Hodgson, Ms. Hogue,
Dr. Kott, Ms. Nink, Ms. Ragazincky

APPLICANT RECOMMENDED:

Christine M. Foster

EDUCATIONAL PREPARATION:

University of Illinois, Chicago, IL – Post Graduate Certificate, Family Nurse Practitioner
Lewis University, Romeoville, IL – MS in Nursing
Olivet Nazarene University, Kankakee, IL – BS in Nursing

EXPERIENCE:

Women's Center for Health, Naperville, IL – Family Nurse Practitioner
Greater Elgin Emergency Service, Elgin, IL – Family Nurse Practitioner
Primary Care Joliet, Joliet, IL – Family Nurse Practitioner
Illinois Valley Community College – Part-time Nursing Instructor

NOTE: THIS CANDIDATE IS BEING RECOMMENDED FOR EMPLOYMENT FOR THE FOLLOWING REASONS:

1. Community college teaching experience
2. Experience as a Family Nurse Practitioner with experience in Obstetrics
3. Outstanding teaching demonstration which clearly illustrated active learning
4. Articulated understanding of the community college mission and teaching of nursing

RECOMMENDED SALARY: \$45,743 (Step D-5*) annualized

Ms. Glenna Jones, SPHR
Director of Human Resources

*Based on the 2010/2011 faculty salary schedule. Terms of the 2011/2012 salary will be negotiated.

Faculty Resignation – Merri J. Mattison, Sociology/Anthropology Instructor

Merri J. Mattison, Sociology/Anthropology Instructor, has submitted her resignation effective upon the completion of the summer session. Her resignation letter is attached.

Merri joined IVCC in August 2001 as a sociology and anthropology instructor and has continued in that capacity for the past 10 years. She has been nominated more than once for the Faculty Excellence in Teaching Award and was the recipient of the award in 2007. Merri has served as the faculty advisor for the student group Amnesty International as well as being involved with the Diversity Team, Professional Development Committee, New Student Convocation Planning Committee, the Calendar Committee and many search committees. She has given dozens of presentations over the years, primarily for Native American History Month and Women's History Month.

Recommendation:

Accept with regret Merri Mattison's resignation effective upon completion of the summer session and wish her luck in her future endeavors.

June 1, 2011

Dear Dr. Corcoran, Dr. Pearce and Dr. Anderson

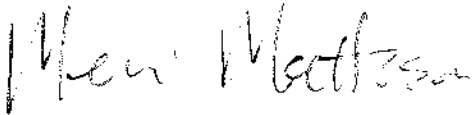
It is with mixed emotions that I inform you of my intent to resign from Illinois Valley Community College, effective at the end of summer session. I have accepted a teaching position at Red Rocks Community College, in the greater Denver area, which begins in August of this year.

I am very proud to have been a part of the IVCC family. I am grateful for your confidence in my abilities, and your support of me as a faculty member over the years.

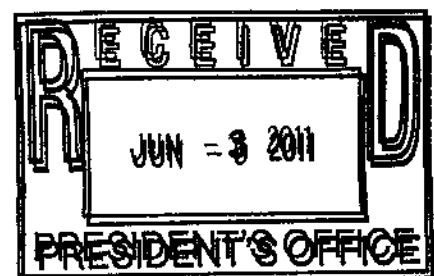
While I know my resignation is unexpected, I also know that you will understand that this is a wonderful opportunity that should not be passed up.

Thank you again for your support. I will always treasure the years that I spent as part of the IVCC team.

Respectfully,



Merri Mattison



Reinstatement of IBEW Faculty – Joint Apprenticeship and Training Committee (JATC) Local Union 176

Full-time employees employed by the College through the NECA-IBEW JATC Local Union 176, contingent upon a continued contract with the IBEW, were notified of a possible reduction in force at the February 15, 2011 IVCC Board meeting.

The NECA-IBEW JATC did not notify the administration that the contract would be discontinued; therefore, the contract is automatically renewed for another one-year period, effective July 1, 2011.

The College is recommending that the full-time employees of the JATC Local Union 176 be reinstated:

Michael J. Clemmons
Terrence P. Smolik

Recommendation:

Authorize the College to officially reinstate the employees of the JATC Local Union 176 (Michael J. Clemmons and Terrence P. Smolik) for the contract period beginning July 1, 2011 through June 30, 2012.

Property Tax Appeal Resolution

The LaSalle County Board of Review set the equalized assessed valuation (EAV) of the LaSalle Nuclear Power Station at \$525,108,238 for tax year 2009. Exelon Generation Company, LLC, owner of the LaSalle Nuclear Power Station, appealed the decision of the LaSalle County Board of Review to the Property Tax Appeal Board of the State of Illinois. Docket numbers have been assigned and the LaSalle County Board of Review issued notice of the appeal to IVCC on May 17, 2011.

Exelon Generation Company, LLC estimates the EAV of the plant to be \$324,000,000. An independent appraisal, authorized by the taxing bodies whose tax levy is affected by the EAV of the LaSalle Nuclear Power Station, set the EAV of the power station at \$736,000,000. Whitt Law, LLC has been advising the committee of 11 taxing bodies regarding the LaSalle Nuclear Power Station equalized assessed valuation.

The administration recommends intervention in the proceedings with Whitt Law, LLC representing the District.

Recommendation:

The administration recommends adoption of the following Resolution authorizing intervention in proceedings before the State of Illinois Property Tax Appeal Board for the assessments for the year 2009 for the two parcels owned by Exelon Generation Company, LLC.

ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT NO. 513

**RESOLUTION AUTHORIZING INTERVENTION
IN PROCEEDINGS BEFORE STATE OF ILLINOIS
PROPERTY TAX APPEAL BOARD**

WHEREAS, the LaSalle County Board of Review has heretofore set the assessments for the year 2009 for the property located at 2601 N. 21st Road (LaSalle Station), Seneca, Illinois, PINs: 29-17-202-000 and 29-17-403-000; and

WHEREAS, Exelon Generation Company LLC has heretofore appealed the aforesaid decision of the LaSalle County Board of Review to the Property Tax Appeal Board of the State of Illinois; and

WHEREAS, the Property Tax Appeal Board of the State of Illinois has assigned the following docket numbers to the appeal: 09-04906.001-I-3 and 09-04906.002-I-3; and

WHEREAS, the LaSalle County Board of Review issued notice of said appeals to Illinois Valley Community College District No. 513 on May 17, 2011; and

WHEREAS, the above-captioned parcels are within the corporate boundaries of Illinois Valley Community College District No. 513 District and the District derives revenues therefrom; and

WHEREAS, Illinois Valley Community College District No. 513 finds and determines that it is in the District's best interests to intervene in the aforesaid proceedings before the Property Tax Appeal Board for the year 2009 for the purpose of protecting its interests in said proceedings.

NOW, THEREFORE, BE IT RESOLVED by Illinois Valley Community College District No. 513 District as follows:

SECTION ONE: That the Preambles to this Resolution are hereby incorporated in this Section One as if fully set forth and restated herein *verbatim*.

SECTION TWO: That Illinois Valley Community College District No. 513 hereby authorizes and directs its legal representatives and attorneys, Whitt Law LLC, to file a Request to Intervene in the aforesaid proceedings for the year 2009 on behalf of the

District and authorizes Whitt Law LLC to represent Illinois Valley Community College District No. 513 before the Property Tax Appeal Board in said proceedings.

SECTION THREE: That this Resolution shall be in full force and effect forthwith upon and after its adoption.

ADOPTED this 21st day of June, 2011.

Ayes _____

Nays _____

Absent _____

ILLINOIS VALLEY COMMUNITY COLLEGE
DISTRICT NO. 513

By: _____

Its President

ATTEST:

Its Secretary

STATE OF ILLINOIS)
)
COUNTY OF LASALLE) SS.

CERTIFICATION OF MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of Illinois Valley Community College District No. 513 (the "Board"), and as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 21st day of June, 2011, insofar as same relates to the adoption of a resolution entitled:

**RESOLUTION authorizing intervention in proceedings
before State of Illinois Property Tax Appeal Board**

a true, correct and complete copy of said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said agenda contained a separate specific item concerning the proposed adoption of said resolution, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the applicable Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 21st day of June, 2011.

Secretary

FY13 RAMP Capital Request – Additions and Renovations to Buildings C and G

The Community College Capital Resource Allocation Management Program (RAMP) is the official request of each college for state funding for capital improvements. In the past, Illinois Valley Community College has submitted two RAMP requests. The Community Instructional Center will continue to be listed as a RAMP project until the funding is awarded.

The second RAMP, Illinois Valley Community College's Additions and Renovations to Buildings C and G proposal, was first approved by the Board of Trustees for \$7,968,900 and submitted to the Illinois Community College Board (ICCB) on June 28, 2010. The total cost of the project will include a three percent inflation factor for FY2013.

This RAMP request includes renovating Jacobs Library to include:

- student areas appropriate for individual and group study;
- increased computer and internet access with outlets and work stations for laptop computers;
- additional office space for library staff; and
- a quiet study room.

Also included is an addition to Building G to enlarge the existing Fitness Center in order to adequately serve the needs of the students and the increasing use by the community at large.

The RAMP project is planned at a total cost of \$8,208,000. The cost share would be \$6,156,000 in State funds and \$2,052,000 in local funding.

Recommendation:

The administration recommends Board approval of the RAMP capital request for the Additions and Renovations to Buildings C and G proposal in the amount of \$8,208,000, which includes the College's match portion of \$2,052,000.

Fiscal Year 2013 RAMP
Community College Capital Projects

BOARD OF TRUSTEES MATCHING FUNDS COMMITMENT

I hereby certify that the Board of Trustees of Illinois Valley Community College District No. 513, meeting in their regular session on June 21, 2011, with a quorum present, officially authorized the submission of the attached Fiscal Year 2013 RAMP Community College Capital Project Request.

- I certify that the Board reviewed and approved the attached programmatic justification, scope of work, and related forms for the project identified below.
- I further certify that the Board has made a commitment to either use available assets and/or credits, or to make local funds available for the project requested as indicated below, should the project be approved.

Project Name: Additions and Renovations to Buildings C and G

Proposed Source(s) of Local Funding

List the Dollar Amount

- | | |
|---|--------------------|
| 1. Available Local Fund Balances | _____ |
| 2. Protection, Health, and Safety Tax Levy | _____ |
| 3. Protection, Health, and Safety Bond Proceeds | _____ |
| 4. State Certified Construction Credits | _____ |
| 5. Other (Please Specify) <u>Operating Fund Balance</u> | _____ |
| | <u>\$2,052,000</u> |

Total Local Match \$2,052,000

Signed _____
Chairperson of the Board of Trustees

Signed _____
Chief Executive Officer of the College District

Authorization to Continue Payment for Standard Operating Expenditures

The administration is in the process of finalizing a tentative budget that will be presented for consideration at the July 2011 Board of Trustees' meeting. Since the budget development process will continue into the next fiscal year, it has become the College's custom and practice to request authorization to continue operation of the College, beginning July 1, 2011 through budget adoption. The administration suggests that authorization include those expenditures required to maintain a normal operation, including salaries, approved contracts, utilities, routine maintenance, supplies, and regular activities.

Recommendation:

The administration recommends Board authorization to continue the operation of the College by making those expenditures required for normal operations, including salaries, approved contracts, utilities, maintenance, supplies, and regular activities for the period July 1, 2011 through budget adoption.

Revision to IVCC's Strategic Goals and Objectives

The Strategic Leadership and Planning Council (SLPC), chaired by the Vice President for Planning and Institutional Effectiveness, worked in FY 2011 to better align IVCC's strategic goals and objectives with accreditation-related, AQIP initiatives.

Revision of the strategic objectives was made in response to feedback from both the 2009 Quality Checkup Visit, and the 2010 Reaffirmation feedback received from AQIP. By assuring that strategic objectives are measurable and better aligned with AQIP planning, the College's Key Performance Indicators (KPIs) could be used to regularly gauge progress toward the goals and objectives.

Recommendation:

The administration recommends approval of the Strategic Objectives for the IVCC 2011-2013 Strategic Planning period, as presented.

Proposed IVCC Strategic Goals, Objectives and Measures: FY 2011

Strategic Goal	Objectives*	Measures (KPIs & Others)
Goal 1: Assist all students in identifying and achieving their educational and career goals.	Objective 1.1: Improve student retention through offerings designed to prepare students for targeted curricula.	KPI 1: Student Academic Success; KPI 8: Utilization of Technology for Teaching & Learning (T & L)
	Objective 1.2: Increase student learning and student satisfaction through curricular and technology improvements.	KPI 1: Student Academic Success; KPI 3: Service Excellence; KPI 8: Utilization of Technology for T & L; Program Review; Assessment of Gen Ed Goals/SLO
	Objective 1.3: Improve student preparedness for college and career readiness.	KPI 2: Placement of Graduates in Employment or Continuing Ed; KPI 3: Service Excellence (3e); Program Review; Assessment of Gen Ed Goals/Student Learning Outcomes
Goal 2: Promote the value of higher education.	Objective 2.1: Expand prospective student awareness and interest in targeted disciplines/ programs through marketing and outreach efforts.	KPI 4: District Population Served (4a, 4b); Enrollment by Division Reports
	Objective 2.2: Prepare and disseminate a frequent, consistent message regarding IVCC as a critical higher education resource to business and industry (recruitment focused).	KPI 2: Placement of Graduates in Employment or Continuing Ed (2a); KPI 3: Service Excellence (3e); Enrollment by Division Reports
	Objective 2.3: Prepare and disseminate a frequent, consistent message regarding IVCC as a critical higher education resource to recent graduates, alumni, and donors (support focused).	KPI 5: Fiscal Responsibility / Affordability (5b1); IVCC Foundation reports; Alumni contact reports
	Objective 2.4: Expand IVCC professional development activities devoted to teaching and learning and invite individuals working in pre-K to 12 through higher education to participate.	KPI 7: Professional Development Opportunities for all Employee Groups (7a; 7b); KPI 8: Utilization of Technology for T & L (8g)
Goal 3: Grow and nurture all resources needed to provide quality programs and services.	Objective 3.1: Increase employee satisfaction through greater workplace efficiency, effectiveness, and security.	KPI 6: Job Satisfaction (6a; 6b; & 6c – PACE)
	Objective 3.2: Increase student satisfaction with the IVCC learning environment.	KPI 3: Service Excellence (3a, 3e); KPI 1: Student Academic Success (1f; 1g)
	Objective 3.3: Expand number and types of partnerships to leverage college resources.	KPI 5: Fiscal Responsibility / Affordability(5b1; 5b2); Program Review; College Annual or Other Report (partnerships)
	Objective 3.4: Increase revenue generated through new program or site offerings.	KPI 5: Fiscal Responsibility / Affordability (5b1);
Goal 4: Promote understanding of diverse cultures and beliefs.	Objective 4.1: Increase college and community understanding of diverse cultures and beliefs through IVCC cultural enrichment and educational offerings.	KPI 9: Diversity Awareness (9a; 9b Noel Levitz; 9c)
Goal 5: Demonstrate IVCC's core values through an inclusive and collaborative environment.	Objective 5.1: Expand efforts to introduce IVCC core values into college culture throughout employment continuum (pre-hire to retirement).	KPI 6: Job Satisfaction (6a, 6b, 6c PACE)
	Objective 5.2: Model IVCC core values in all outreach to college retirees, donors and alumni.	KPI 6: Job Satisfaction (6a, 6b, 6c PACE); IVCC Foundation measures (contacts; giving)

*Revised objectives pending Board approval.

Board Policies - Suspension and Civil Union Policy Changes

The IVCC Board Planning Committee met on Tuesday, May 10, 2011 to review the new policy on Suspension and the Civil Union Policy Changes. The changes were indicated by either strikethrough or italics and were presented at the May Board meeting for a first reading. A few minor changes were made after the May Board meeting and if there are no questions or concerns, it is recommended they be approved at this time.

Recommendation:

The administration recommends the approval of the Suspension Policy and the Civil Union Policy changes, as presented.

Illinois Valley Community College Board Policy

Subject: **Suspension Policy**

Effective Date:

Number: **3.17**

Last Reviewed:

Last Revised:

This Policy is intended to provide employees with general guidance about the College's current rules and operating procedures regarding suspension of all employees not affected by a labor agreement. The College may reinterpret, change, supplement, or rescind any part of this Policy or any of its other policies from time to time as it deems appropriate. Nothing in this Policy is an express or implied contract, promise, legal interest, or property right. This Policy does not affect the at-will status of employees.

Suspension With Pay

The Board or President may suspend an employee with pay after the employee's supervisor and Director of Human Resources have recommended such action: (1) during an investigation into allegations of ~~disobedience~~ *insubordination* or misconduct whenever the employee's continued presence in his or her position would not be in the College's best interests, (2) as a disciplinary measure for misconduct that is detrimental to the College as defined above, (3) pending a Board hearing to suspend an employee without pay, or (4) pending a Board hearing to terminate an employee.

An employee with an Employment Contract for a defined term may not be suspended without pay until that employee has been provided notice and/or hearing as required pursuant to the terms of that person's Employment Contract, if any.

The Board or President, depending upon the source recommending the proposed suspension with pay, shall meet with the employee, the employee's supervisor, and the Director of Human Resources to present the allegations in writing and give the employee an opportunity to refute the charges. The employee will be told the dates and times the suspension will begin and end. *If the employee desires a post-suspension hearing with the Board or President, one will be scheduled in a reasonable period of time.*

Suspension Without Pay For 5 or ~~Less~~ Fewer Working Days

In cases of employee misconduct where a danger is presented to others at the college, or the misconduct was otherwise sufficiently severe or recurrent, a suspension without pay can be instituted requiring only abbreviated notice and an abridged pre-suspension hearing in front of the person/entity recommending the suspension. A suspension under such terms may be for no more than 5 working days.

The Board or President, depending upon the source recommending the proposed suspension without pay, shall meet with the employee, the employee's supervisor, and Director of Human Resources to present the allegations in writing and give the employee an opportunity to refute the charges. The employee will be told the dates and times the

suspension will begin and end and suspension can thereafter commence immediately. Upon the written request of the impacted employee within 5 calendar days of the commencement of the suspension, the Board shall schedule a post-suspension hearing and provide written notice to the employee.

At the post-suspension hearing, the employee or his/her representative may present evidence and cross examine witnesses. If the suspension is found by the Board to be invalid or unsupported by the evidence, it will order the payment of income lost by the employee during the suspension period and will have the employee's record purged of documentation relating to the suspension. The Board may also order any other relief it deems necessary.

If the Board or President wishes to suspend the employee without pay for up to an additional 25 days, such information will be provided in the notice to the employee regarding the post-suspension hearing and said hearing will be held consistent with the procedures set forth in this policy.

Suspension Without Pay For More Than 5 Working Days

The Board or President may suspend an employee without pay: (1) pending a dismissal hearing, or (2) as a disciplinary measure for misconduct that is detrimental to the College (the President may not suspend an employee without pay for more than thirty (30) employment days) or (3) during an investigation into allegations of misconduct.

Misconduct that is detrimental to the College includes:

- Insubordination, including any failure to follow an oral or written directive from a supervisor;
- Violation of Board policy or Administrative Procedure;
- Conduct that disrupts or may disrupt the educational or administrative program or process;
- Conduct that violates any State or federal law that relates to the employee's duties; and
- Other sufficient causes.

At the request of the employee made within 5 calendar days of receipt of a written pre-suspension notification, the Board or Board-appointed hearing examiner will conduct a pre-suspension hearing. The Board or its designee shall notify the employee of the alleged charges and the date and time of the hearing. At the pre-suspension hearing, the employee or his/her representative may present evidence and cross examine witnesses.

Criminal Convictions

Any criminal conviction resulting from the investigation or allegations shall require the employee to repay to the College all compensation and the value of all benefits received by the employee during the suspension.

Illinois Valley Community College Board Policy

Subject: **Family and Medical Leave**
Number: **3.16**

Effective Date: 10/19/10
Last Reviewed: ~~10/19/10~~ 5/18/11
Last Revised: 10/19/10

It is the policy of the Board of Trustees of Illinois Valley Community College to fully comply with the Family and Medical Leave Act of 1993, in its original form and as amended by law.

It is the policy of the Board of Trustees of Illinois Valley Community College to fully comply with the Illinois Family and ~~Medical~~ Military Leave Act, in its original form and as amended by law.

Illinois Valley Community College Board Policy

Subject: Nepotism

Effective Date: 10/19/10

Number: 3.24

Last Reviewed: ~~10/19/10~~ 5/10/11

Last Revised: 10/19/10

It is the policy of the Board of Trustees of Illinois Valley Community College that close family members (e.g., spouse, *a party to a civil union*, parent, parent of current spouse, *parent of a party to a civil union*, child, brother, sister, brother-in-law, sister-in-law, grandparents, grandchildren, and legal guardians) or members of the same household may not be employed in positions within the College where one family member would have authority over or be required to supervise another. The nepotism policy applies to all employees of the College including members of the Board of Trustees.

Illinois Valley Community College Board Policy

Subject: **Tuition Policies**

Effective Date: 10/19/10

Number: **3.29**

Last Reviewed: ~~40/19/10~~ 5/10/11

Last Revised: 10/19/10

Tuition Waiver (Employee/Spouse/Dependent - Retiree/Spouse)

Tuition for an IVCC credit course(s) will be waived for all full-time employees, their spouses, *a party to a civil union* and dependent children *and dependent step-children* of full-time employees, and retirees (all college retirees covered under SURS), spouses, *a party to a civil union* and dependent children *and dependent step-children* of retirees.

Illinois Valley Community College Board Policy

Subject: **Ethics Resolution**
Number: **4.14**

Effective Date: 4/19/11
Last Reviewed: ~~4/19/11~~ 5/10/11
Last Revised: 4/19/11

PREAMBLE

WHEREAS,.....

ARTICLE 10

GIFT BAN

SECTION 10.1 Gift Ban. Except...

SECTION 10.2. Exceptions. Exceptions...

- (6) A gift from a relative, meaning those people related to the individual as a father, mother, son, daughter, brother, sister, uncle, aunt, great aunt, great uncles, first cousin, nephew, niece, husband, wife, *a party to a civil union*, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, and including the father, mother, grandfather, or grandmother of the individual's spouse, the individual's fiancée and *the individual's party to a civil union*.

May 23, 2011

Judy

This is to let you know that I plan to retire from IVCC on September 1, 2011. I couldn't have asked for a better job after teaching.

Thank you for all you've done to help make the last ten years challenging and rewarding.

Sincerely

Marj Verplaetse

Marj Verplaetse

RECEIVED

MAY 25 2011

HUMAN RESOURCES

RECOMMENDED FOR STAFF APPOINTMENT
2010-2011

GENERAL INFORMATION:

POSITION TO BE FILLED: Recruitment and Dual Credit/Dual Enrollment Coordinator

NUMBER OF APPLICANTS: 29

NUMBER OF APPLICANTS INTERVIEWED: 9

APPLICANTS INTERVIEWED BY: Mr. Grzybowski, Ms. Isermann, Ms. Maurice,
Ms. Monterastelli, Ms. Skerston

APPLICANT RECOMMENDED:

Danielle G. Stoddard

EDUCATIONAL PREPARATION:

Eastern Illinois University, Charleston, IL – MS in Education, Guidance and Counseling
Eastern Illinois University, Charleston, IL – BA in Psychology
Illinois Valley Community College – Associate in Arts

EXPERIENCE:

North Central Behavioral Health Systems, LaSalle, IL – Clinical Therapist
University of Illinois Extension, Marshall/Putnam County – Youth Educator
LaSalle-Peru Township High School, LaSalle, IL – Substitute Teacher

NOTE: THIS CANDIDATE IS BEING RECOMMENDED FOR EMPLOYMENT FOR THE FOLLOWING REASONS:

1. Outstanding background with diverse age populations in varying educational and professional settings
2. Demonstrated experience in teamwork and collaboration
3. Strong educational preparation

RECOMMENDED SALARY: \$38,000 annualized

Ms. Glenna Jones, SPHR
Director of Human Resources

Spring 2011 Graduates

There were 646 graduating students earning a total of 724 degrees and certificates in the following areas:

76	Associate in Arts Degree
138	Associate in Science Degree
1	Associate in Engineering Science Degree
116	Associate in Applied Science Degree
10	Associate in General Studies Degree
4	Associate in Arts in Teaching
379	Certificates of Completion

By comparison, in Spring 2010, 519 students graduated with a total of 596 degrees and certificates.

Change Order #2 – Security Office Relocation and Fire Alarm System Upgrade

To be in compliance with Board Policy 4003, the administration wishes to advise the Board of Trustees of Change Order #2 for an increase of \$4,818.00 for the Security Office Relocation and Fire Alarm System Upgrade, a Protection, Health, and Safety project. The change order consists of three items that resulted in an increase of the contract price.

Replace wood panels with glass for better visibility	\$ 672.00
Replace fixed glass panel with sliding glass door system	696.00
Upgraded audio cable for fire alarm communications	<u>3,450.00</u>
Total increase	<u>\$4,818.00</u>

Original contract sum:	\$254,187.00
Change Order #1:	8,763.75
Change Order #2:	<u>4,818.00</u>
New contract sum:	<u>\$267,768.75</u>

Change Order #1 – Asbestos Abatement for Physical Sciences Lab Renovation

To be in compliance with Board Policy 4003, the administration wishes to advise the Board of Trustees of Change Order #1 for an increase of \$2,874.00 for the Asbestos Abatement for the Physical Sciences Lab Renovation, a Protection, Health, and Safety project. The change order was the result of additional spot scrapes and drywall cut outs from the hallway corridor and ceiling surrounding a fume hood and the soffit on the west wall.

Original contract sum:	\$33,600.00
Change Order #1:	<u>2,874.00</u>
New contract sum:	<u>\$36,474.00</u>

Illinois Community College Board



Guy H. Alongi
Chairman

Geoffrey S. Obrzut
President/CEO

proudly serving the

Illinois Community College System

May 11, 2011

Dr. Jerry Corcoran, President
Illinois Valley Community College
815 N. Orlando Smith Ave.
Oglesby, IL 61348-9692

Dear Jerry,

Your request for approval of the following protection, health, and safety project at Illinois Valley Community College is hereby approved by the Illinois Community College Board:

<u>ICCB Project #</u>	<u>Description</u>	<u>Approved Budget</u>
513-TE-2123-0511	Aluminum Feeder Wire/Branch Panel Replacements in Buildings D & E	\$ 631,997

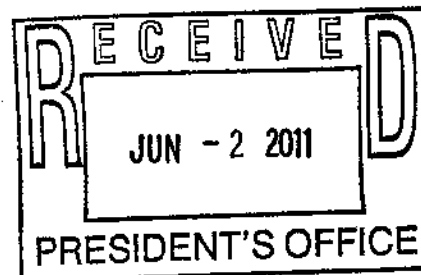
It is my understanding this project has the approval of your Board of Trustees and the project's total cost of \$631,997 will be financed with readily available fund balance from PHS tax levy proceeds remaining from previously completed PHS projects.

Any subsequent change in the scope and/or change in budget for this project during either the bid phase of the project or during the actual construction phase of the project which exceed five percent of the approved budget, per ICCB administrative rule 1501.605, shall be submitted for ICCB approval.

Please direct questions concerning this project to Ed Smith at (217)785-0173.

Sincerely,


Geoffrey S. Obrzut
President and CEO



cc: Cheryl Roelfsema

401 East Capitol Avenue • Springfield, Illinois 62701-1711 • (217) 785-0123 • www.iccb.state.il.us

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www.ptk.org

PHI THETA KAPPA
HONOR SOCIETY

Headquarters
p 601.984.3504
f 601.984.3550

May 16, 2011

Dr. Jerry Corcoran, President
Illinois Valley Community College
815 North Orlando Smith Avenue
Oglesby, IL 61348

Dear Dr. Corcoran,

We are pleased to announce that the **Rho Omega Chapter** of Phi Theta Kappa Honor Society at Illinois Valley Community College received special commendation during the Illinois Regional Convention for fulfilling all requirements to be named a "**3 Star Chapter**". The chapter was also recognized at the Society's recent Annual Convention and will be cited on the Society website at www.ptk.org.

The Five Star Chapter Development Plan serves as a blueprint for developing a strong chapter, improves student engagement on your campus, and recognizes progress in the attainment of goals set by the chapter. Using the Five Star Plan as a guide, chapters enhance their strategies to recognize eligible students, provide significant personal and professional development opportunities for members through Honors in Action, and build a working relationship with the college administration by becoming active on campus and in the community. As chapters reach these milestones they progress through each level of the Five Star Plan, ultimately reaching the pinnacle Five Star Level.

Your support, and the support of your administration, is key to unleashing the potential success of your Phi Theta Kappa members. On behalf of the outstanding chapter members and advisors of the Rho Omega Chapter, we express appreciation for your efforts toward providing rewarding educational experiences inside and outside the classroom.

Sincerely,

Rod A. Risley
Executive Director of Phi Theta Kappa

cc: Mrs. LeeAnn Johnson



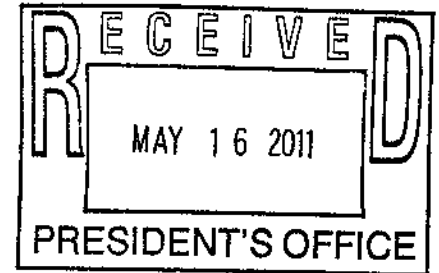
Arbor Day Foundation®

211 N. 12th St. • Lincoln, NE 68508 • 888-448-7337 • arborday.org

We inspire people to plant, nurture, and celebrate trees.

May 12, 2011

Dr. Jerry Corcoran
Illinois Valley Community College
815 N Orlando Smith Ave.
District No 513
Oglesby, IL 61348-9692



Dear President Corcoran,

Congratulations on Illinois Valley Community College receiving Tree Campus USA recognition in 2010! This special distinction sets your campus apart from other schools and shows your commitment to encouraging students and university personnel to care for our planet's tree resources.

Enclosed is a copy of the *Chronicle of Higher Education* ad which ran on National Arbor Day, April 29, 2011. The Arbor Day Foundation thanks you for your efforts and encourages you to apply for 2011 recertification. Together we can foster a sense of environmental stewardship in college students across the country. Congratulations again on your achievement!

Sincerely,

Dan Lambe
Vice President - Programs
Arbor Day Foundation
211 N 12th St.
Lincoln, NE 68516
www.arborday.org

Congratulations and Thank You to the 2010 Tree Campus USA® Schools



CAMPUS

The Arbor Day Foundation and Toyota congratulate these colleges and universities for earning Tree Campus USA® recognition in 2010.

Alamance Community College
Albany Technical College
American University
Arizona State University
Auburn University
Aurora University
Baker University
Bard College
Berea College
Bryn Mawr College
Carroll College
Cazenovia College
Central Community College
Centre College
Chicago State University
Clark College
Clemson University
Cleveland State Community College
College of Central Florida
Columbia Basin College
Cornell University
Creighton University
Dallas Baptist University
Delta State University
Denison University
Duke University
Eastern Illinois University
Elmhurst College
Emory University
Florida Atlantic University
Florida Gulf Coast University
Florida International University
Fort Lewis College
Furman University
Georgia Tech
Gwinnett Technical College
Hennepin Technical College
High Point University
Illinois College
Illinois State University

Illinois Valley Community College
District No. 513
Indiana State University
Indiana University, Bloomington
Jamestown Community College
Kaskaskia College
Kent State University
Kent State University at Stark
Lewis University
Louisiana State University at Alexandria
Lutheran Theological Seminary
at Philadelphia
Macon State College
Middlebury College
Moraine Valley Community College
Nebraska College of Technical Agriculture
Nebraska Wesleyan University
Northeastern State University
Tahlequah Campus
Northern Kentucky University
Northwestern State University of Louisiana
Ohio Northern University
Oregon State University
Pacific Lutheran University
Purdue University
Saint Charles Community College
Saint Peter's College -
Englewood Cliffs Campus
South Dakota State University
Southeastern Community College
St. Bonaventure University
Tarrant County College SE
Texas A&M University
The University of Georgia
Tulane University
University of Alaska, Anchorage
University of Arizona
University of Arkansas at Monticello
University of Arkansas Fort Smith
University of California, Davis

University of California, Irvine
University of California, San Diego
University of Central Florida
University of Colorado-Boulder
University of Hawaii
University of Iowa
University of Louisiana at Lafayette
University of Louisville
University of Maryland
University of Massachusetts Lowell
University of Michigan
University of Mount Union
University of Nebraska at Omaha
University of Nebraska, Lincoln
University of Nevada, Las Vegas
University of North Carolina Greensboro
University of North Texas
University of Pennsylvania
University of Redlands
University of Rochester
University of Science and Arts
of Oklahoma
University of South Carolina
University of South Carolina Upstate
University of South Dakota
University of Texas, Austin
University of Washington
University of Wisconsin, Oshkosh
Utah State University
Valley Forge Christian College
Vincennes University
Virginia Tech
Washington University in St. Louis
Waubesa Community College
Western Kentucky University
Western Michigan University
Western State College of Colorado
Wilbur Wright College
William Woods University
Youngstown State University

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Providing shelter for those in need

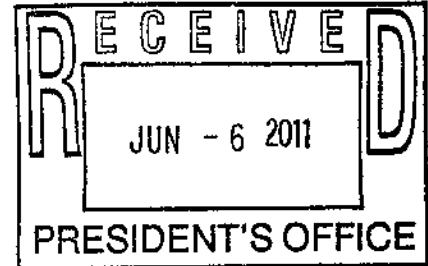
Peru - 1320 Menards Drive (815-224-3047)

Ottawa - 1120 Canal Street (815-433-1292)

Mailing Address: P. O. Box 1012, LaSalle, Ill. 61301

Website: www.ivpads.com

June 2, 2011



Dr. Jerry Corcoran,

This letter is our effort to express our gratitude for you generous donations to our organization this past year. We have been honored to be the charity of your choice this year for the receipts from your fundraising. We understand that these projects were implemented by the Support Staff but received your support in all the activities. The monetary donations as well as the donations of supplies were greatly appreciated and used to directly benefit those in crisis within our local communities. The volunteer hours that some of your staff did was a valuable partnership that keeps us going.

The college and Illinois Valley PADS have many very beneficial partnerships. We willingly provide volunteer hours and internships for students to accomplish their class work. We hope that they find the experience beneficial to their future success. We find their help essential to our program. We also have worked on projects in several different departments that have assisted us in better communication within the communities.

We hope to continue this excellent symbiotic relationship we have developed with the college and its staff.

Yours sincerely,

Carol Alcorn
Executive Director

Jerry and Dore:

Thank you for coming to Springfield
and sharing your thoughts on
important issues. I will continue
to advocate for community colleges,
a responsible budget so bills can be
paid, and MAP funding for students.
Keep up the good work! Bob



ROBERT W. PRITCHARD
STATE REPRESENTATIVE • 70TH DISTRICT
2600 DEKALB AVE., SUITE C
SYCAMORE, ILLINOIS 60178
815-748-3494
FAX: 815-748-4630

ILLINOIS VALLEY COMMUNITY COLLEGE

College Core Values

Responsibility Caring Honesty Fairness Respect

Vision Statement

Leading our community in learning, working and growing.

Mission Statement

IVCC teaches those who seek and is enriched by those who learn.

The Purposes of IVCC are:

- * The successful completion of courses and degrees required for effective transfer to baccalaureate degree programs.
- * Occupational/technical courses, certificates and degrees leading directly to successful employment or transfer into baccalaureate degree programs.
- * Courses and academic support services designed to prepare students to succeed in college-level coursework.
- * Continuing education courses and community activities that encourage lifelong learning and contribute to the growth and enrichment of students in our community.
- * Student support services to assist in developing personal, social, academic and career goals.
- * Academic and student support programs designed to supplement and enhance teaching and learning.

Principles of Work

Illinois Valley Community College is a system of programs, services and people – the entire system committed to continuous improvement. Nothing stays the same; everything is in a constant process of discovery, creating, and accomplishment. The people of IVCC daily strive to improve the organization's work systems and processes toward higher levels of satisfaction, achievement, and excellence among students and other stakeholders.

College Goals

1. Assist all students in identifying and achieving their educational and career goals.
2. Promote the value of higher education.
3. Grow and nurture college resources needed to provide quality programs and services.
4. Promote understanding of diverse cultures and beliefs.
5. Demonstrate IVCC's core values through an inclusive and collaborative environment.